

PHA Plan Agency Identification

PHA Name: Pawtucket Housing Authority

PHA Number: R.I. 002

PHA Fiscal Year Beginning: April 1, 2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ✓ Main administrative office of the PHA
PHA development management offices
- ✓ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ✓ Main administrative office of the PHA
PHA development management offices
- ✓ PHA local offices
Main administrative office of the local government
Main administrative office of the County government
Main administrative office of the State government
- ✓ Public library
PHA website
Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ✓ Main business office of the PHA
PHA development management offices
- ✓ Other (list below)
- ✓ Local government administrative office

THE HOUSING AUTHORITY OF THE CITY OF PAWTUCKET

5 YEAR PLAN FOR FISCAL YEARS 2000-2004
ANNUAL PLAN FOR FISCAL YEAR 2000

**Housing Authority of the City of Pawtucket
February, 2000**

5-YEAR PLAN

PHA FISCAL YEARS 2000 - 2004

Introduction

This document serves as the Housing Authority of the City of Pawtucket's five-year plan for fiscal years 2000 – 2004.

The 1998 Quality Housing and Work Responsibility Act (QHWRA) requires all public housing authorities (PHAs) to prepare five-year plans. The first such plans must be submitted for PHAs with fiscal years beginning January 1, 2000.

The Housing Authority of the City of Pawtucket, Rhode Island, is a federally funded housing provider, which manages and maintains 1,087 public units and over 680 Section 8 certificates/vouchers throughout the City of Pawtucket.

PHA Board

Established in 1939, the agency is overseen by a five-member board that is appointed by the Mayor. Board members serve for five-year terms. The chairperson is elected annually among the board members.

Five Year Plan Preparation

Five-year plans must include the mission and long-range goals of the agency. These plans must be submitted to HUD at least 75 days prior to the start of the PHA's fiscal year. Additionally, each PHA must conduct a public hearing to discuss the five-year plan. At least 45 days prior to the public hearing, the agency must make the proposed plan available to the public. Finally, the agency must take into consideration any public comments received in regards to the plan before the Board formally adopts the plan.

In compliance with public and resident notice requirements, the Housing Authority of the City of Pawtucket made its draft five-year plan available on November 15, 1999, and held numerous public hearings. Information regarding the agency's notification of its proposed plan, the comments received, and the agency's consideration of those comments can be found in Attachment A.

In addition to the new requirement for five-year plans, PHA's are now also required to prepare annual plans. Consequently, in a separate document that is also published today the agency is submitting its FY2000 Annual Plan. This annual plan provides more specific details regarding the agency's immediate operations.

Table 1
Profile of Pawtucket Housing Authority's-Assisted Units

Public Housing								
Development	Total Units	0-brm	1-brm	2-brm	3-brm	4-brm	5-brm	Occupancy Rate
Elderly/ Handicapped Properties								
Burns Manor	96	48	48					94%
Fogarty Manor	250	69	170	11				91%
Kennedy Manor	133	04	112	17				95%
"Electric Wing"	40		40					75%
St. Germain	112	48	64					97%
Subtotal	631	169	434	28				92%
Family Properties								
Galego Court	164	0	34	66	40	20	04	91%
560 Prospect Street	292	0	53	141	80	18	0	94%
Subtotal	456	0	87	207	120	38	04	93%
Total P.H.	1,087	169	521	235	120	38	04	92%
Section 8 Program								
Program	Allocation	0-brm	1-brm	2-brm	3-brm	4-brm	5-brm	Lease-Up Rate
Certificates	630	0	206	226	183	15	0	83%
Vouchers	50	0	08	27	15	0	0	92%
Total Sec. 8	680	0	214	253	198	15	0	86%
Scattered Site Housing Program								
Program	Number	0-brm	1-brm	2-brm	3-brm	4-brm	5-brm	Lease-Up Rate
Homes				01	16	03		85%

Mission

The mission of the Pawtucket Housing Authority is to provide safe, decent and affordable housing and to establish programs that will educate, enhance and empower the lives of all the people in the community we serve.

Statement of Housing Needs

The U.S. Department of Housing and Urban Development and the City of Pawtucket prepared a ***Consolidated Plan for 1995*** outlining the City's priority housing needs for five years. In that plan, statistics about Pawtucket, (population 72,644 persons; 2,583 which are on public assistance income), revealed that the City experienced major changes between 1980 and 1990. For example, its minority population more than doubled to represent 11% of the population.

There are 9,000 people per square mile within the 10-mile radius of the PHA. In other words, there are roughly 72,000 persons living in 8.9 square miles in Pawtucket. A declining housing market, credit union bank failures, and a decline in manufacturing jobs have impacted the City housing and community development needs. Among those needs identified by the City's Department of Planning are safe, decent and affordable rental units/options. The waiting list for public housing and Section 8 vouchers is an accurate reflection of the need for public and assisted housing.

More recently, the City of Pawtucket's Department of Planning is in the process of up-dating its ***Five Year Consolidated Plan***. The information gathered in this report will be given to the planning department to assist them in their effort to better identify Pawtucket's housing needs.

Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☐ PHA Goal: Expand the supply of assisted housing
Objectives:
- ✓ Apply for additional rental vouchers:
 - ✓ Reduce public housing vacancies:
 - ✓ Leverage private or other public funds to create additional housing opportunities:
Acquire or build units or developments

Other (list below)

- ☐ PHA Goal: Improve the quality of assisted housing
Objectives:
- ✓ To maintain high performance status:
 - ✓ Improve voucher management: (SEMAP score)
 - ✓ Increase customer satisfaction:
Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
Renovate or modernize public housing units:
 - ✓ Demolish or dispose of obsolete public housing:
 - ✓ Provide replacement public housing:
 - ✓ Provide replacement vouchers:
Other: (list below)

- ☐ PHA Goal: Increase assisted housing choices
Objectives:
- Provide voucher mobility counseling:
- ✓ Conduct outreach efforts to potential voucher landlords
Increase voucher payment standards
Implement voucher homeownership program:
 - ✓ Implement public housing or other homeownership programs:
Implement public housing site-based waiting lists:
Convert public housing to vouchers:
Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☐ PHA Goal: Provide an improved living environment
Objectives:
- ✓ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

- ✓ Implement public housing security improvements:
Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- ☐ PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - ✓ Increase the number and percentage of employed persons in assisted families:
Provide or attract supportive services to improve assistance recipients' employability:
 - ✓ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - ✓ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- ☐ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - ✓ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
Other: (list below)

Other PHA Goals and Objectives: (list below)

Please refer to next page.

Administration

Pawtucket Housing Authority			
GOAL: TO ASSESS MANAGEMENT IMPROVEMENTS.			
OBJECTIVE: TO RESTRUCTURE THE PAWTUCKET HOUSING AUTHORITY'S MANAGEMENT ORGANIZATIONAL TABLE.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To review whether or not the functional responsibility of employees are clearly delineated by the PHA's organizational unit and position.	Executive Director	1/2002	Documented Review
2. To review whether or not the PHA's organizational structure clearly and efficiently delineates supervisory and functional responsibility.	Executive Director	1/2002	Documented Review
3. To establish a position which addresses procurement/inventory control.	Executive Director	To be determined after Management Review	Position Advertised
4. To consider establishing a part-time MIS position.	Executive Director	To be determined after Management Review	Position Advertised

5. To consider establishing an affordable housing, non-profit corporation, whose mission is parallel with that of the Pawtucket Housing Authority.	Executive Director Attorney	1/2004	Non-Profit Agency
6. To establish new positions or to restructure existing job descriptions for organizational improvements.	Executive Director	On-going	Documented Organizational Improvements
7. To identify the computer training needs of staff and to make available training that matches staff needs.	Executive Director	On-going	Documented Computer Training

Finance and Accounting

Pawtucket Housing Authority			
GOAL: TO CONTINUE TO MAXIMIZE THE OPERATING RESERVE			
OBJECTIVE: TO ATTEMPT TO SOLICIT THIRD PARTY FUNDS TO OFFSET OPERATING COSTS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To annually up-date the Pawtucket Housing Authority's investment policy.	Director of Finance	Completed and on-going	Investment Policy 2000
2. To have monthly, quarterly, and annual reports indicating the PHA's financial position by budget category.	Director of Finance	Completed 7/93 and on-going	Monthly, Quarterly and Annual Reporting System
3. To ensure that operating reserves are 40% of the maximum allowable reserve.	Director of Finance	Completed 3/93 and on-going	96% @ 3/31/99

4. To ensure that the average interest rate earned on investments for a three-month period are comparative to the average three-month treasury bill rate.	Director of Finance	Completed 9/96 and on-going	Investment Report
5. To determine costs that can be offset by third-party resources.	Director of Finance	On-going	Costs have been identified and properly charged to Section 8, Modernization and other programs .
6. To apply for funds from other sources: <ul style="list-style-type: none"> • CIAP • Development • Section 8 • HUD • State • City • Private Organizations 	Grant Consultant Finance Director Modernization	On-going	Grant Applications
7. To monitor expenditures	Finance Director	On-going	Expenditures are to be monitored monthly. Reports are to be generated and submitted to the Director and Commissioners on a monthly basis. Variances are to be identified and recommendations made to correct and adjust differences.

Pawtucket Housing Authority

GOAL: TO DEVELOP A WRITTEN BUDGET PREPARATION, ADMINISTRATION AND CONTROL PROCEDURE.

OBJECTIVE: TO BETTER DOCUMENT AND MONITOR BUDGETED EXPENDITURES AS THEY COMPARE TO ACTUAL COSTS.

Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To compare the variance between budget and actual expenditure, per quarter in the following categories: <ul style="list-style-type: none"> Administrative Costs Maintenance Salaries Maintenance Materials Contract Costs Extraordinary Maintenance 	Director of Finance	Completed 7/93 and on-going	Comparison Report (to be found in the PHA's Financial Quarterly Report).
2. To compare the variance between budget and actual expenditures per quarter in the following categories: <ul style="list-style-type: none"> Rental income Investment income Excessive Utilities 	Director of Finance	Completed 7/93 and on-going	Comparison Report (to be found in the PHA's Financial Quarterly Report)
3. To establish up-date a document budget preparation and control procedure.	Director of Finance	Completed 12/93 and on-going	Budget Preparation and Control Procedure Manual
4. To ensure that semi-annual and annual financial statements have been issued within 45 days of the end of the period.	Director of Finance	Completed 5/90 and on-going	Semi-Annual and Annual Financial Statement
5. To ensure that the PHA has documented accounting procedures.	Director of Finance	Completed 7/93 and on-going	Account Procedures Policy
6. To convert all accounting records to GAAP standards.	Director of Finance	3/2000	Documentation of Account Records as they relate to GAAP Standards
7. To up-grade a system for tracking modernization expenditures.	Director of Finance	12/2000	New Software Program and Installation Utilization of Program

Pawtucket Housing Authority			
GOAL: INFORMATION MANAGEMENT			
OBJECTIVE: TO ENSURE THAT DOCUMENTED BUDGETARY INFORMATION IS AVAILABLE TO ASSIST THE EXECUTIVE DIRECTOR AND BOARD MEMBERS TO DEVELOP/DETERMINE FUTURE POLICY DECISIONS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To ensure that the PHA has a system of receiving and disseminating information for all major function areas.	Director of Finance	Completed 7/93 and on-going	Information Documented
2. To analyze information and use it in making managerial and policy decisions.	Director of Finance	Completed 7/93 and on-going	Information Properly Documented and Analyzed.
3. To determine and document informational needs.	Director of Finance	Completed 3/94 and on-going	Informational Needs Documented
4. To coordinate automated and manual MIS systems.	Director of Finance	Completed 3/94 and on-going	MIS System in Place
5. To ensure that the PHA has a MIS production schedule and to summarize reports.	Director of Finance	3/2000	Production Schedule Reports Summarized
6. To design and implement automated materials/fixed asset inventory control system.	Director of Finance	9/2000	Automated Materials/Fixed Assets Inventory Control System

Section 8 Rental Housing

Pawtucket Housing Authority			
GOAL: TO CONSOLIDATE THE SECTION 8 CERTIFICATE AND HOUSING VOUCHER PROGRAMS.			
OBJECTIVE: TO PROVIDE A UNIFORM SECTION 8 TENANT-BASED PROGRAM: HOUSING CHOICE VOUCHER			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To revise administrative plan to incorporate new HC voucher program.	Chief of Rental Assistance	11/30/99	Revised Administrative Plan
2. To revise tenant and landlord handbooks and informational literature.	Chief of Rental Assistance	11/30/99	Revised Tenant Landlord Handbook
3. To inform landlords and residents of new program and regulation changes.	Chief of Rental Assistance	12/01/99	Information Distribution
4. To offer new HC Voucher program to owners and residents at least 120 days prior to lease renewal.	Chief of Rental Assistance	10/01/2001	HC Voucher Program
5. To track the conversion of Certificate and Voucher participants to new HC Voucher program for utilization and funding purposes	Chief of Rental Assistance	On-going	Tracking System

Pawtucket Housing Authority
GOAL: TO IMPROVE PARTICIPANT MOBILITY PATTERNS TO HIGH-POVERTY AREAS.
OBJECTIVE: TO REDUCE THE NUMBER OF SECTION 8 PARTICIPANTS LIVING IN HIGH-POVERTY AREAS (DECONCENTRATION).

Task	Person Responsible	Estimated Date for Completion	Activity Indicator
Outreach to owners: 1. Monitor and check newspaper of available units in low-poverty areas.	Chief of Rental Assistance	On-going	Daily Search
2. To send letter to current owners with units in low-poverty areas.	Chief of Rental Assistance	04/01/2000	Document Letters Sent
3. To send letter to owners of multi-family units in low-poverty and poverty areas.	Chief of Rental Assistance	07/01/2000	Document Letters Sent
4. To advertise in local newspaper to attract more participating landlords who may have units in low-poverty areas.	Chief of Rental Assistance	10/01/2000	Advertisement Documented

Pawtucket Housing Authority

GOAL: TO DEVELOP A FIVE-YEAR COMPREHENSIVE DRUG-ELIMINATION PLAN THAT WILL DOCUMENT AVAILABLE SOCIAL AND COMMUNITY SERVICES AND ADDRESS THE NEED FOR ADDITIONAL SERVICES ON-SITE.

OBJECTIVE: TO ENSURE THAT EXISTING SERVICES IN THE COMMUNITY ARE FULLY AVAILABLE TO ITS RESIDENTS AND TO SECURE ADDITIONAL SERVICES THAT ARE NOT AVAILABLE. TO INCREASE RESIDENT PARTICIPATION IN ON-SITE PROGRAMS BY 25%.

Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1.To develop a Five-Year Comprehensive Needs Assessment Plan for Social Services. <ul style="list-style-type: none"> Gather existing area resources Include updated socio-economic profile Conduct HUD's PHDEP Survey Analyze Comprehensive Social Service needs by establishing goals, standards, and objectives for programs serving the residents. 	Director of Resident Services	12/ 99	Social Service Packet Profile of Residents PHDEP Survey
2. To adopt a Comprehensive Improvement Plan that identifies and addresses resident needs.	Executive Director Board of Directors	4/ 2000	Five Year Comprehensive Social Services Plan
3. To contact on-site community centers and establish common goals and objectives to meet resident needs.	Director of Resident Services	On-going	Five Year Comprehensive Social Services Plan
4. Establish an organizational chart, which addresses resident social service needs.	Executive Director Director of Resident Services	4/ 2000	Prepared Organizational Chart
5. To maintain a monitoring system to assist in evaluating resident programming.	Director of Resident Services	On-going	Monitoring System Up-dated and Adopted
6. To secure additional operating funds through grants for needed on-site social services.	Grant Consultant Director of Resident Services	On-going	Grant Proposals
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7. To foster the development of strong resident associations in the family developments.	Director of Resident Services	On-going	Resident Association Meetings
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Resident Services

GOAL: TO DEVELOP PROGRAMS WHICH WILL ASSIST THE RESIDENTS IN THE FAMILY DEVELOPMENTS TO ACHIEVE THEIR INDEPENDENCE FROM THE SOCIAL WELFARE SYSTEM.

OBJECTIVE: TO COORDINATE EMPLOYMENT/JOB TRAINING AND CHILD CARE OPPORTUNITIES AT THE PAWTUCKET HOUSING AUTHORITY.

Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To establish a communications network between residents and employers for job opportunities	Director of Resident Services	On-going	Employment Services
2. To contact and become familiar with the State Department of Human Services and Head Start Program for the implementation of a pre-school program/day care program on-site. Galego Court 560 Prospect Street	Director of Resident Services Grant Consultant	11/99 11/2003	On-Site Pre-School
3. To contact local social service agencies to develop goals and objectives which are in congruence with the PHA's plan for promoting programs which focus on residents becoming self sufficient.	Director of Resident Services	4/2000	Five Year Comprehensive Plan
4. To contact the Department of Welfare and other governmental agencies to help individual residents "get off the Welfare System."	Director of Resident Services	4/2000	Five Year Comprehensive Plan
5. To develop a community volunteer program, (to coordinate with the Vista/Action Program), in order to assist residents to fulfill the requirement of the Quality Work Responsibility Act of 1998. Residents that are not involved in the FSS program must perform eight hours of community service each month.	Director of Resident Services	4/2000	Organized Volunteer Program and/or Vista Volunteer/Action Program
FY 2000 Five Year/Annual Plan Page 17			
6. To continue to provide on-site ESL,	Director of Resident Services	Annually	Programs Funded

Pawtucket Housing Authority			
GOAL: TO REDUCE THE SPREAD OF SUBSTANCE ABUSE.			
OBJECTIVE: TO ESTABLISH A COORDINATED SOCIAL SERVICE PROGRAM AT THE FAMILY DEVELOPMENTS THAT FOCUSES ON SUBSTANCE ABUSE PREVENTION.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To contact on-site community centers in order to coordinate schedules to implement substance abuse programs.	Director of Resident Services	On-going	Employment Services
2. To identify PHDEP grant funds allocated for substance abuse prevention programs and to work with on-site community centers to best utilize such funds.	Director of Resident Services	Annually	Annual Plan
3. To identify and apply to local, state and federal funding sources for drug prevention programs.	Director of Resident Services Grant Consultant	On-going	Grant Applications
4. To develop educational/recreational programs that focus on personal development, self-esteem and spirit of cooperation.	Director of Resident Services Contracted social service agency	On-going	Programs Developed
5. To develop and implement prevention programs that “teach and reach” youth in the developments. Educational development: substance abuse prevention, AIDS education, and school dropout prevention.	Director of Resident Services Future Contracted Agency	6/ 2000	Programs Developed
6. To develop and implement programs which address professional and social development by stimulating career goals and integrating PHA youth into the society harmoniously	Director of Resident Services	June – July School Vacation	Programs Developed

9. To develop substance abuse programs such as peer support and group therapy based on resident needs.	Director of Resident Services Proposed Substance Abuse Coordinator	6/ 2003	Substance Abuse Coordinator/Consultant
(internships).			
7. To identify those residents who are in need of alcohol or substance abuse counseling and refer them to a local treatment center.	Director of Resident Services	On-going	Programs Developed
8. To provide outreach and support to those residents that have been identified as having a substance abuse problem.	Director of Resident Services	On-going	Programs Developed

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Pawtucket Housing Authority			
GOAL: TO ESTABLISH A COORDINATED SOCIAL SERVICES PROGRAM IN ORDER TO ASSIST THE ELDERLY/HANDICAPPED POPULATION AS THEY AGE IN PLACE.			
OBJECTIVE: TO IMPROVE THE QUALITY OF LIFE FOR ELDERLY/HANDICAPPED RESIDENTS LIVING IN PAWTUCKET HOUSING AUTHORITY'S PUBLIC HOUSING DEVELOPMENTS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To continue to monitor and analyze functions that are performed by on-site service coordinators.	Director of Resident Services	Monthly	Monthly Monitoring Reports
2. To continue to seek money to maintain the two-service coordinators positions that are currently in-place.	Director of Resident Services Grant Consultant	Annually	Grant Application
3. To plan for and implement Assisted Housing opportunities.	Director of Resident Services Director of Modernization Grant Consultant	June, 2002	Assisted Housing Plan Grant Application
4. To continue to expand on-site services for the Senior/Handicapped population.	Director of Resident Services	On-going	Programs Developed
5. To assist the elderly/handicapped population to better access health care services and opportunities.	Director of Resident Services	On-going	Programs Developed

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Modernization and Development

Pawtucket Housing Authority

GOAL: TO BE FULLY PROFICIENT IN PRODUCING MODERNIZATION BUDGET REPORTS AND REQUISITIONS.

OBJECTIVE: TO BETTER UTILIZE THE DEPARTMENT'S COMPUTER CAPABILITY.

Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1.To meet with Executive Director, residents and staff to determine five year needs.	Modernization Coordinator	8/99	5 Year Comprehensive Modernization Plan
2. To compile, revise and submit list of needs.	Modernization Coordinator	On-going	Needs Documented
3. Asses progress made and improvements that have been completed.	Modernization Coordinator	Monthly	Monthly Management Report
4. To train staff on computerized modernization budget system.	Modernization Coordinator	Annually	Training Program
5. Prepare assessment of year's progress and recommendation for next step in improvements.	Modernization Coordinator	Annually	Completed for FY2000. Process now beginning for 2001.

Pawtucket Housing Authority			
GOAL: TO BE FULLY PROFICIENT IN PRODUCING MODERNIZATION BUDGET REPORTS AND REQUISITIONS.			
OBJECTIVE: TO IMPROVE UPON THE MODERNIZATION/DEVELOPMENT'S DEPARTMENT REPORTING SYSTEM.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To meet with the Director of Finance to assess reporting and correlation improvements.	Modernization Coordinator	Weekly	Periodic meetings held to access improvements.
2. To input payments on a weekly basis.	Staff	Weekly	Documentation
3. To produce monthly reports and check with the Finance Department for accuracy.	Modernization Coordinator	Monthly	Documented Monthly Reports
4. To submit to HUD required reports on time.	Modernization Coordinator	On-going	Deadlines
5. To report monthly on the financial activity of each grant under management.	Modernization Assistant	1 st of each month	Submit monthly financial reports.

Pawtucket Housing Authority			
GOAL: TO BE FULLY PROFICIENT IN PRODUCING MODERNIZATION BUDGET REPORTS AND REQUISITIONS.			
OBJECTIVE: TO IMPROVE UPON THE MODERNIZATION/DEVELOPMENT'S DEPARTMENT REPORTING REQUISITION PROCESS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. Assign and train staff in requisition process.	Modernization Coordinator	6/ 2000	Staff Training
2. Organize and prepare requisition weekly.	Staff	On-going	Weekly requisitions submitted.
3. Assess performance of staff in submitting requisitions.	Modernization Coordinator	On-going	Staff Review

Pawtucket Housing Authority			
GOAL: TO MEET THE MODERNIZATION OBJECTIVES OF THE 1999 (5 YEAR) COMPREHENSIVE PLAN.			
OBJECTIVE: TO ADDRESS THE MOST URGENT MANAGEMENT NEEDS IDENTIFIED BY THE RESIDENTS, STAFF AND BOARD OF DIRECTORS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To insure that the goals established in the Annual Statement are met.	Modernization Coordinator	3 years from grant approval	Percentage of funds obligated and expended
2. To keep Five Year Action Plan current to insure continued relevance of planned work items.	Modernization Coordinator	July 15 th of each year	Completion of revisions to Comprehensive Plan
3. To ensure that Modernization Budgets are kept current to reflect changes in Authority requirements.	Modernization Coordinator	September 30 th of each year	Submit monthly financial report
4. To explore alternatives for creating less density and more diversity in developments and replace obsolete housing.	Modernization Coordinator and Consultants	9/ 2001	Submit Hope VI application to HUD
5. To research funding opportunities for physical improvements.	Grant Coordinator/Planner	3/ 2000	Create position of Grant Coordinator/Planner
6. To explore the possibility of making Assisted Housing units available to our handicapped and elderly residents.	Grant Coordinator/Planner	9/ 2000	Create position of Grant Coordinator/Planner
7. To ensure that resident and community needs are met when modernization work is undertaken.	Modernization Coordinator	June 30 th of each year	Conduct meetings with residents and public hearings to receive community input.

Pawtucket Housing Authority			
GOAL: TO MEET THE MODERNIZATION OBJECTIVES OF THE 1999 (5 YEAR) COMPREHENSIVE PLAN.			
OBJECTIVE: TO ADDRESS THE MANAGEMENT NEEDS OUTLINE IN THE COMPREHENSIVE MODERNIZATION PLAN.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To continue resident training and resources for an active resident community.	Modernization Coordinator	9/ 2000	Resident Training
2. To improve security, including the establishment of a central monitoring facility.	Modernization Coordinator	7/ 2001	Central Monitoring Facility
3. The placement of all building plans on CAD	Modernization Coordinator	7/ 2001	Installation of Plans on CAD
4. To improve public communication including the establishment of a WEB page for the Authority.	Modernization Coordinator	9/ 2000	WEB page
5. To continue efforts to provide complete and accurate information through improvement to the Authority's computer system.	Modernization Coordinator	On-going	Improvement of Documentation of Information
6. To improve efficiencies by establishing a central warehouse and other maintenance facility imp.	Modernization Coordinator	6/ 2002	Efficiency Improvement

Pawtucket Housing Authority			
GOAL: TO ACHIEVE A MONITORING SYSTEM THAT ENABLES THE PHA TO REALIZE A PERCENTAGE VARIANCE BETWEEN PLANNED AND ACTUAL WORK SCHEDULED FOR EACH MODERNIZATION PROGRAM REGULARLY CALCULATED AND NOT TO EXCEED 10%.			
OBJECTIVE: TO CREATE AND IMPLEMENT A MONITORING SYSTEM FOR MODERNIZATION PROGRAM PROGRESS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To determine and post all approved program implementation schedules.	Modernization Coordinator	1/ 2000	Schedules Posted
2. To ensure that progress reports are presented at weekly	Modernization Coordinator	On-going	Weekly Progress Reports.

staff meetings.			
3. To assign task of calculating program progress.	Modernization Coordinator	2/ 2000	Progress Documented
4. Create up-dated report format.	Modernization Coordinator Modernization Assistant	6/ 2000	Up-dated Reporting Format
5. To create a monitoring system to insure that all required reporting is available in a timely manor.	Modernization Coordinator	3/ 2000	Complete policy and procedures for reporting requirements.
6. To monitor progress of grant activities.	Modernization Coordinator	September 30 th of each year	Submit Progress and Evaluation Reports to HUD

Pawtucket Housing Authority			
GOAL: TO MEET THE MODERNIZATION OBJECTIVES OF THE 1999 (5 YEAR) COMPREHENSIVE PLAN.			
OBJECTIVE: TO ADDRESS THE MOST URGENT PHYSICAL NEEDS IDENTIFIED BY THE RESIDENTS, STAFF AND BOARD OF DIRECTORS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To keep current of the physical needs of each development.	Modernization Coordinator	June 30 th of each year	Complete a Physical Needs Assessment for each development.
2. To ensure that Development Management and Maintenance needs are taken into consideration when making modernization plans.	Modernization Coordinator Modernization Assistant	5/ 2000	Develop policy and procedures to ensure the continued and required involvement of these areas in the planning process.
3. To ensure that Modernization records including as built drawings, plans, specifications, warrantees and legal documents are permanently maintained, tracked and kept safe.	Modernization Coordinator Modernization Assistant	9/ 2000	Put all available drawings on a CAD system and establish a plan room for the preservation of records.
4. To identify and convert selected efficiency units into one-bedroom units.	Modernization Coordinator	1/ 2002	Converted efficiencies into one bedroom.

PHA DEVELOPMENTS PHYSICAL IMPROVEMENT NEEDS

Pawtucket Housing Authority			
GOAL: TO MEET THE MODERNIZATION OBJECTIVES OF THE 1999 (5 YEAR) COMPREHENSIVE PLAN.			
OBJECTIVE: TO ADDRESS THE MOST URGENT PHYSICAL NEEDS IDENTIFIED BY THE RESIDENTS, STAFF AND BOARD OF DIRECTORS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
560 Prospect Street			
1. Site improvements including drainage work, landscaping irrigation, roadway and walkway resurfacing	Modernization Coordinator	9/30/00 -07	Site Improvements
2. Kitchen improvements including cabinet replacement and painting	Modernization Coordinator	9/30/03	Kitchen Improvements
3. The replacement of all floor covering.	Modernization Coordinator	9/30/04	Replacement of Floor Covering
4. The installation of washing machine facilities in the larger units.	Modernization Coordinator	9/30/02	Installation of Washing Machine Facilities
5. The installation of range hoods.	Modernization Coordinator	9/3/00	Range hoods
6. Security Improvements	Modernization Coordinator Security Consultant	9/30/01-9/30/05	Security Improvements Documented
7. Construction of childcare and after school facilities.	Modernization Coordinator Grant Consultant	9/30/03	Child Care and After School Facilities.
8. To assess the need for a HOPE VI Grant Application, (partial demolition).	Modernization Coordinator Grant Consultant	1/01/04	Hope VI Proposal

Pawtucket Housing Authority			
GOAL: TO MEET THE MODERNIZATION OBJECTIVES OF THE 1999 (5 YEAR) COMPREHENSIVE PLAN.			
OBJECTIVE: TO ADDRESS THE MOST URGENT PHYSICAL NEEDS IDENTIFIED BY THE RESIDENTS, STAFF AND BOARD OF DIRECTORS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
Galego Court			
1. Site improvements including drainage work, landscaping irrigation, roadway and walkway resurfacing	Modernization Coordinator	9/30/01-9/30/05	Site Improvements
2. Playground improvements	Modernization Coordinator	9/30/00	Playground Improvements
3. Roof replacement and repairs.	Modernization Coordinator	9/30/02	Replacement of Roof
4. Masonry repairs and waterproofing.	Modernization Coordinator	9/30/03	Documented Repairs
5. Repairs to the stair towers & Kitchen Improv.	Modernization Coordinator	9/30/03	Documented Repairs
6. Replacement of domestic hot water systems	Modernization Coordinator Security Consultant	9/30/05	Replacement of System
7. The installation of washing machine facilities in the larger units.	Modernization Coordinator Grant Consultant	9/30/02	Installation of Washing Machines
8. Bathroom modernization.	Modernization Coordinator Grant Consultant	9/30/02-9/30/05	Bathrooms Modernized
9. The systematic replacement of all floor covering	Modernization Coordinator	9/30/02-9/30/05	Floor Covering Replaced
10. The improvement of after-school facilities.	Modernization Coordinator	9/30/04	Documentation of Improvements Made to After-School Facilities.
11. Replace Windows	Modernization Coordinator	9/30/05	Windows Replaced
12. Administration Building Improvements	Modernization Coordinator	9/30/02	Adm. Building Improvements
13. Security Improvements	Modernization Coordinator Security Consultant	9/30/01-9/30/05	Documented Security Improvements
14. To explore the acquisition of the adjacent property to Galego Court for the expansion of recreational opportunities	Modernization Coordinator	On-going	Site Secured

Pawtucket Housing Authority			
GOAL: TO MEET THE MODERNIZATION OBJECTIVES OF THE 1999 (5 YEAR) COMPREHENSIVE PLAN.			
OBJECTIVE: TO ADDRESS THE MOST URGENT PHYSICAL NEEDS IDENTIFIED BY THE RESIDENTS, STAFF AND BOARD OF DIRECTORS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
Kennedy Manor			
1. Site improvements including parking and roadway resurfacing, fencing, and landscaping.	Modernization Coordinator	9/30/00-9/30/05	Site Improvements
2. Interior improvements include modifications to the units to improve the interior environment of the units.	Modernization Coordinator	9/30/05	Documented Improvements
3. The replacement of all floor covering.	Modernization Coordinator	9/30/01-9/30/05	Floor Covering Replaced
4. Replacement of the elevators.	Modernization Coordinator	9/30/05	Elevators Replaced
5. Security improvements	Modernization Coordinator Security Consultant	9/30/00-9/30/05	Documented Security Improvements

Pawtucket Housing Authority			
GOAL: TO MEET THE MODERNIZATION OBJECTIVES OF THE 1999 (5 YEAR) COMPREHENSIVE PLAN.			
OBJECTIVE: TO ADDRESS THE MOST URGENT PHYSICAL NEEDS IDENTIFIED BY THE RESIDENTS, STAFF AND BOARD OF DIRECTORS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
Fogarty Manor			
1. Site improvements including parking lot improvements and new landscaping.	Modernization Coordinator	9/30/01-9/30/05	Site Improvements
2. Balcony repairs.	Modernization Coordinator	9/30/03	Documented Improvements
3. Improvements to the laundry areas.	Modernization Coordinator	9/30/00	Laundry Areas Improved
4. The replacement of floor covering.	Modernization Coordinator	9/30/01-9/30/05	Floor Covering Replaced
5. Waterproofing of the masonry exterior and related repairs.	Modernization Coordinator	9/30/04	Documented Repairs

6. Replacement of the elevators.	Modernization Coordinator	9/30/05	Elevators Replaced
7. Security improvements	Modernization Coordinator Security Consultant	9/30/00-9/30/05	Documented Security Improvements

Pawtucket Housing Authority

GOAL: TO MEET THE MODERNIZATION OBJECTIVES OF THE 1999 (5 YEAR) COMPREHENSIVE PLAN.

OBJECTIVE: TO ADDRESS THE MOST URGENT **PHYSICAL NEEDS** IDENTIFIED BY THE RESIDENTS, STAFF AND BOARD OF DIRECTORS.

Task	Person Responsible	Estimated Date for Completion	Activity Indicator
St. Germain Manor			
1. The replacement of all floor covering	Modernization Coordinator	9/30/01-9/30/05	Floor Covering Replaced
2. The upgrading of the fire alarm system.	Modernization Coordinator	9/30/03	Documented Improvements
3. Community room renovations.	Modernization Coordinator	9/30/04	Community Room Renovated
4. Common area upgrades.	Modernization Coordinator	9/30/05	Common Area Upgrade Documented
5. Site improvements including parking lot improvements and new site handrails.	Modernization Coordinator	9/30/01-9/30/05	Documented Repairs
6. Security Improvements	Modernization Coordinator	9/30/01-9/30/05	Documented Security Improvements
8. Unit Modification	Mod. Cord.	9/30/02	Change Unit Mix

Pawtucket Housing Authority			
GOAL: TO MEET THE MODERNIZATION OBJECTIVES OF THE 1999 (5 YEAR) COMPREHENSIVE PLAN.			
OBJECTIVE: TO ADDRESS THE MOST URGENT PHYSICAL NEEDS IDENTIFIED BY THE RESIDENTS, STAFF AND BOARD OF DIRECTORS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
Burns Manor			
1. The replacement of all floor covering	Modernization Coordinator	9/30/01-9/30/05	Floor Covering Replaced
2. The upgrading of the fire alarm system.	Modernization Coordinator	9/30/03	Documented Improvements
3. Community room renovations.	Modernization Coordinator	9/30/04	Community Room Renovated
4.Common area upgrades.	Modernization Coordinator	9/30/04	Common Area Upgrade Documented
5. Site improvements including parking lot improvements and new site handrails.	Modernization Coordinator	9/30/05	Documented Repairs
6. Security Improvements	Modernization Coordinator	9/30/01-9/30/05	Documented Security Improvements
7. Landscaping Improvements	Modernization Coordinator	9/30/02	Documented Improvements

Housing Management

Pawtucket Housing Authority			
GOAL: TO ENSURE THAT ALL PROSPECTIVE RESIDENTS FOR PUBLIC HOUSING ARE SCREENED FOR A HISTORY OF CRIMINAL ACTIVITY.			
OBJECTIVE: TO SCREEN PROSPECTIVE RESIDENTS FOR HISTORY OF CRIMINAL ACTIVITY.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To review prospective resident waiting lists for individuals and families who will soon be housed.	Tenant Selection	On-going	The Tenant Selection Staff Prepares a List as Needed.
2. To prepare screening sheet with applicant's name, social security number.	Tenant Selection	Monthly	Quarterly Occupancy Reports
3. To review with all prospective residents the <i>"One Strike You're Out" Policy</i> within the PHA's Lease (Zero Tolerance).	Tenant Selection	Daily	Review Lease
3. To forward screening sheet to Attorney General's Office or the Pawtucket Police Department for review.	Tenant Selection	As needed	Screening Sheets
4. To deny housing to those applicants who have a history of criminal activity.	Tenant Selection	As needed	Documented in Monthly Report
5. Conduct informal hearing with applicant.	Tenant Selection	As needed	Informal Hearing
6. To schedule and conduct formal grievance hearing, if requested, by applicants	Tenant Selection	On-going	Grievance Hearing

Pawtucket Housing Authority			
GOAL: TO ACHIEVE A 97% OR BETTER OCCUPANCY RATE FOR ALL DEVELOPMENTS NOT UNDERGOING MODERNIZATION EFFORTS. TO IMPROVE THE AVERAGE VACANCY DAYS PER UNIT TURNOVER TO 30 DAYS.			
OBJECTIVE: TO MONITOR THE STATUS OF OCCUPANCY ON A MONTHLY BASIS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To prepare and review a weekly report on vacant units at each development.	Director of Housing Management Site Managers	Weekly/Ongoing	Weekly Occupancy Reports

2. Report the quarterly status of occupancy of each development by the percent occupied.	Director of Housing Management	Quarterly/On-going	Quarterly Occupancy Reports
3. Implement corrective steps to maintain occupancy at 97%.	Director of Housing Management	On-going	Evaluations
4. To review the turnaround time of units (vacate to leasing) to determine ways to decrease vacancy days.	Director of Housing Management	Monthly	Monthly Report
5. To attempt to ascertain when residents will vacate their units by inspecting units suspected of abandonment.	Director of Housing Management Site Manager	Weekly	Weekly Inspection
6. To notify maintenance immediately of any vacancy.	Director of Housing Management Site Managers	On-going	Daily
7. To evaluate effectiveness	Director of Housing Management	Quarterly	A Review of Unit Turnaround
8. To monitor the procedure for referring applicants to the developments.	Director of Housing Management	On-going	Procedures Monitored
9. To determine if a problem exists with maintaining specific bedroom categories.	Director of Housing Management	7/ 2000	Report
10. To implement necessary sections of marketing plan to correct deficiencies.	Director of Housing Management	7/ 2000	To Implement Market Plan

Pawtucket Housing Authority			
GOAL: TO IMPROVE ON-TIME RENT COLLECTION TO 95% FOR ALL DEVELOPMENTS.			
OBJECTIVE: TO REDUCE THE OUTSTANDING BALANCE AT EACH DEVELOPMENT.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To review Tenants' Account Receivable on a daily basis to identify tenants with poor rent paying habits.	Director of Housing Management Site Managers	Ongoing	Weekly Occupancy Reports
2. To send attachment letters to all tenants who have not paid on time.	Site Managers	Monthly	Quarterly Occupancy Reports
3. To schedule office visits for those chronically late rent payers.	Site Managers	As needed	Evaluations
4. To visit apartments and counsel residents who do not respond.	Site Managers	As needed	Monthly Report
5. To forward information to eviction attorney.	Site Manager	As needed	Weekly Inspection
6. To initiate court action for eviction.	Site Managers	On-going	Daily

Pawtucket Housing Authority			
GOAL: DECONCENTRATION OF POVERTY.			
OBJECTIVE: TO INCREASE THE NUMBER OF WORKING FAMILIES IN PUBLIC HOUSING.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To review "Ceiling Rents" based on a recent Section 8 Rent Reasonableness Study.	Executive Director Director of Housing Management	1/ 2000	Review Study
2. To implement new rent determination policy.	Executive Director Director of Housing Management	10/ 2000	New Policy Implemented
3. To establish additional "rent incentives" for working individuals and families.	Executive Director Director of Housing Management	7/ 2000	Memorandum produced

Pawtucket Housing Authority			
GOAL: TO MAINTAIN A SAFE AND SECURE ENVIRONMENT.			
OBJECTIVE: TO DEVELOP A COORDINATED SECURITY PROGRAM FOR PHA PROPERTIES.			

Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To appoint a Security Coordinator (consultant) for the PHA.	Executive Director	8/99	Appointment Made.
2. To perform a security assessment of PHA properties.	Security Consultant	3/ 2000	Reports/data collected
3. To meet with local law enforcement officials including officers assigned to the PHA.	Security Consultant	On-going	Memorandum produced
4. To write a security assessment report with recommendations for approval by Executive Director.	Security Consultant	6/ 2000	Report submitted to the Executive Director
5. To seek funds for implementation.	Executive Director Grant Consultant	6/ 2000	Grant Application
6. To implement plan.	Executive Director Security Consultant	7/ 2000	On-going.
7. To monitor performance	Executive Director Director of Housing Management	On-going	Performance Monitoring Report

Pawtucket Housing Authority			
GOAL: TO MAINTAIN ALL DEVELOPMENTS TO A STANDARD THAT EQUAL OR EXCEEDS THE NEIGHBORHOODS IN WHICH THEY ARE LOCATED.			
OBJECTIVE: TO PREPARE STANDARDS AND SCHEDULES FOR CUSTODIAL MAINTENANCE OF THE DEVELOPMENTS, (WORKING IN CONJUNCTIN WITH THE DEPARTMENT OF HOUSING MANAGEMENT). TO INITIATE A PROGRAM OF REGULAR INSPECTIONS TO ASSURE ADHERENCE TO SUCH STANDARDS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To review current custodial duties required at each development.	Director of Maintenance Director of Housing Management	5/ 2000	Schedule and Standards Reviewed
2. To draft new schedules and standards (in coordination with the Department of Housing Management) with regular supervisory inspections.	Director of Maintenance Director of Housing Management	8/ 2000	Revised Schedule and Standards
3. To approve implementation of schedules and standards.	Executive Director	11/ 2000	Revised Schedule and Standards
4. To maintain common hallways and outdoor areas.	Director of Maintenance	On-going	Inspections Staff Evaluation/Review
5. To train staff and implement	Director of Maintenance	On-going	
6. To evaluate effectiveness to assure adherence to standards and schedule.	Director of Housing Management Director of Maintenance	Quarterly	Evaluation Report

Maintenance Operations

Pawtucket Housing Authority			
GOAL: TO MAINTAIN OR EXCEED A THREE-DAY RESPONSE TIME FOR RESIDENT SERVICE REQUESTS.			
OBJECTIVE: ESTABLISH RESIDENT EDUCATION PROGRAM TO CUTBACK THE NUMBER OF FRIVOLOUS MAINTENANCE REQUESTS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. Select committee to review the types of volume of resident service requests.	Director of Maintenance	7/ 2000	Memorandum to the Executive Director
2. To determine the most frequently requested service request.	Director of Maintenance	7/2000	Staff Report
3. To produce a draft brochure for the Executive Director's approval.	Director of Maintenance Maintenance Staff	9/ 2000	Draft Brochure
4. To train maintenance staff, including dispatcher, on how to deal with requests from residents.	Director of Maintenance Maintenance Staff	1/ 2001	On-going
5. To implement resident training program.	Director of Maintenance Maintenance Staff	3/ 2001	On-going
6. To review on a quarterly basis, the frequency of the type of resident service requests.	Director of Maintenance	Quarterly	Report

Pawtucket Housing Authority			
GOAL: TO MAINTAIN OR EXCEED A THREE-DAY RESPONSE TIME FOR RESIDENT SERVICE REQUESTS. TO IMPROVE THE EFFICIENCY AND EFFECTIVENESS OF THE MAINTENANCE OPERATION DELIVERY SERVICE.			
OBJECTIVE: TO INITIATE TIME STANDARDS FOR CERTAIN CLASSIFICATIONS OF MAINTENANCE OPERATIONS AND HAVE SUPERVISORS MONITOR PERFORMANCE.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator

1. To comprehensively assess the Maintenance Department.	Executive Director Director of Maintenance	1/2001	Report
2. To ensure that there are established procedures to appropriately assess inventory.	Director of Maintenance	1/2001	Inventory Report
3.To review maintenance operations by type of work performed.	Director of Maintenance	1/ 2001	Findings in Report
4. To establish time standards (amount of time it takes to complete type of maintenance operation function) for each type of job function. Standards should be established using worst case, best case, and average scenario.	Director of Maintenance Maintenance Staff	1/ 2001	Standards Established Policy in Progress
5. Seek approval of the Executive Director.	Executive Director	1/ 2001	Approval
6. Produce new section of Maintenance Manual for standards.	Director of Maintenance Maintenance Staff	6/ 2001	Up-Dated Maintenance Manual
7. Establish a reporting form.	Director of Maintenance	6/ 2001	Form/Work Order
8. Monitor compliance with standards.	Director of Maintenance	On-going	Computerized Report Readout.

Pawtucket Housing Authority			
GOAL: TO ACHIEVE AND MAINTAIN A TWENTY-FOUR HOUR RESPONSE TIME FOR ALL LEGITIMATE "EMERGENCY WORK ORDERS."			
OBJECTIVE: TO DETERMINE DEFINITION OF "EMERGENCY" AND ESTABLISH POLICY OF PRIORITIZING EMERGENCIES.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To establish review team to define "emergency" work order.	Director of Maintenance	1/ 2000	Definition Written
2. To inform/train dispatcher what constitutes an emergency work order.	Senior Maintenance Staff	3/ 2000	Training Sessions Held.
3. To evaluate semi-annually.	Director of Maintenance	7/ 2000	Evaluation Report
4. To reach/maintain goal.	Director of Maintenance	7/ 2000	Goal Documented

Pawtucket Housing Authority			
GOAL: TO CONTINUE TO PROVIDE STAFF DEVELOPMENT TO IMPROVE JOB PERFORMANCE.			
OBJECTIVE: TO CONDUCT TRAINING IN-HOUSE AND SEEK OUTSIDE QUALIFIED INSTRUCTION FOR MAINTENANCE STAFF DEVELOPMENT.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To evaluate and determine staff development requirements.	Director of Maintenance	Annually (during the month of June)	Review and evaluation of staff needs.
2. To ascertain what types of training can be conducted in-house by PHA personnel.	Director of Maintenance Maintenance Staff	Annually (during the month of June)	Memorandum
3. To determine what outside training needs to be conducted.	Director of Maintenance	Annually (during the month of June)	Memorandum
4. To prepare budget requirements.	Director of Maintenance	Annually (during the month of Nov.)	Budget
5. To determine priorities.	Director of Maintenance	Annually (during the month of Nov.)	Priorities Determined
6. To prepare recommendations to the Executive Director.	Director of Maintenance	Annually (during the month of Nov.)	Recommendations to the Executive Director
7. To implement training programs.	Director of Maintenance Private Training	July, 2000	Programs Implemented

Pawtucket Housing Authority			
GOAL: TO ASSURE THAT PURCHASING PROCEDURES SUPPORT ENSURING AVAILABILITY OF MATERIALS WHEN NEEDED.			
OBJECTIVE TO MONITOR EMERGENCY PURCHASES FOR SIX AND TWELVE MONTH PERIODS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To determine definition of emergency.	Director of Maintenance Purchasing Agent	6/ 2001	Definition Determined
2. To codify and mark all emergency work orders for the last six months and keep record of the next six months.	Director of Maintenance Maintenance Staff	6/ 2001	Review Work orders
3. To review, analyze and take action where necessary.	Director of Maintenance Purchasing Agent	6/ 2001	Report Generated
4. Report to Executive Director	Director of Maintenance	6/ 2001	Meetings

Pawtucket Housing Authority

GOAL: TO REORGANIZE, STABILIZE AND IMPROVE THE TIMELY ACCESS OF MATERIALS WITH A GOAL OF 0% STOCK-OUT.

OBJECTIVE TO EVALUATE FEASIBILITY OF 100% STOCK-UP CONSIDERING PHA BUDGETARY CONSTRAINTS.

Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To determine yearly material and supply needs of the Department.	Director of Maintenance	Annually (during the month of Nov.)	Needs determined
2. To prepare estimated budget for materials and supply.	Director of Maintenance	Annually (during the month of Nov.)	
3. To ascertain cash flow needs of PHA.	Director of Finance and Accounting	Annually (during the month of Nov.)	
4. To ascertain cash savings for bulk-purchase.	Director of Maintenance Director of Finance and Accounting	Annually (during the month of Nov.)	
5. To make recommendations to the Executive Director	Director of Maintenance	Annually (during the month of Nov.)	
6. To implement a purchasing plan.	Director of Maintenance	Annually (during the month of Nov.)	Purchasing Plan

Pawtucket Housing Authority			
GOAL: TO REORGANIZE, STABILIZE AND IMPROVE THE TIMELY ACCESS OF MATERIALS WITH A GOAL OF 0% STOCK-OUT.			
OBJECTIVE TO TRACK WORK ORDERS DELAYED BY STOCK-OUTS.			
Task	Person Responsible	Estimated Date for Completion	Activity Indicator
1. To set up a system to track and record work orders delayed by stock-outs.	Director of Maintenance	9/ 2002	System established
2. To determine if trend is established for certain parts and materials.	Director of Maintenance	9/ 2002	Report/computerized
3. To develop strategies to comply with goal of 0% stock-outs.	Director of Maintenance	9/ 2002	Strategies Documented
4. To report variances to the Executive Director for annual goal.	Director of Maintenance	On-going	Report
5. To program system into the computer.	Director of Maintenance	11/ 2002	System Programmed

Funding

The Housing Authority of the City of Pawtucket has five primary sources of funding: operating, capital, Section 8, Drug Elimination Grants and "Other." Funding for the public housing program (and increasingly the Section 8 program) is subject to annual (fluctuating) appropriations. Moreover, the public housing funding mechanisms are expected to be revised in the next year, which could substantially alter the agency's future funding amounts. Table 2 shows the anticipated revenues to the agency over the next five years, by program. For planning purposes, we have assumed that funding will remain essentially the same each year, 5% increases per year.

Table 2
Revenue and Expense Projections

<i>FY</i>	<i>Operating</i>	<i>Public</i>	<i>Drug</i>	<i>Section 8</i>	<i>Section 8</i>	<i>Other</i>	<i>Total</i>
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2000-2004		Housing Capital	Elimination	Existing	n 8 Sub. Rehab.		
Revenue:							
Tenant Rent	13,307,513.00						13,307,513.00
HUD Grants	10,566,624.00	8,127,675.00	1,490,790.00			375,000.00	20,560,089.00
Section 8				15,912,257.00			15,912,257.00
Investment	304,139.00			255,740.00			559,879.00
Inc.	415,093.00			288,052.00			703,145.00
Other	24,593,369.00	8,127,675.00	1,490,790.00	16,456,049.00		375,000.00	51,042,883.00
Total							
Expenses:							
Administrative	4,045,264.00	625,000.00	965,790.00	14,534.58			6,123,722.00
Tenant	117,731.00	200,000.00				375,000.00	1,658,521.00
Services	6,317,828.00						6,317,828.00
Utilities	1,604,591.00		375,000.00				1,979,591.00
Protective	6,526,098.00						6,526,098.00
Serv.	3,511,646.00						3,551,646.00
Maintenance	22,163,158.00	825,000.00	1,340,790.00	1,453,458.00		375,000.00	26,157,406.00
General							
Total Routine							
Extraordinary	567,764.00						567,764.00
Maintenance							
Casualty							
Loses				13,989,792.00			13,989,792.00
HAP Payments	357,865.00	7,302,675.00	150,000.00				7,810,540.00
Capital	1,150,000.00			9,750.00			1,150,000.00
Outlays	24,238,787.00	8,127,675.00	1,490,790.00	15,443,250.00		375,000.00	49,675,502.00
Other							
Total Expenses							
Surplus/(Deficit)	354,582.00			1,012,799.00			1,367,381.00
Existing Reserve	1,986,549.00			2,018,393.00			4,004,942.00
Net Reserve	2,341,131.00			3,031,192.00			5,372,323.00

Eligibility, Selection and Admissions

This agency currently does not subscribe to the “old” federal preferences, but rather to “other” preferences, i.e., veterans, working families and those unable to work because of age or disability, and residents who live and/or work in the jurisdiction. Recent revisions to the Admission and Occupancy Policy are as follows:

Definitions

- Extremely low-income: a family whose annual income does not exceed 30 percent of the median income for the area, as determined by HUD, with adjustments for smaller and larger families.
- Full-time student: a person whose annual income does not exceed 30 percent of the median income for the area, as determined by HUD, with adjustments for smaller and larger families.

Definitions Pertaining to Income

- Total family income shall now include the earned income of minors. A deduction to arrive at adjusted income is the earned income of minors.

Eligibility and Preferences

Added to Preferences:

- Elderly, disabled, or handicapped families have a preference over single persons.
- In compliance to CFR513b “Income Targeting” each fiscal year at least 40% of new admissions will be families under 30% of the area median income.

To provide protection against discrimination of applicants, the PHA will provide an applicant family the benefit of a working preference if the head and spouse, or sole member, is 62 years of age or older (or are receiving social security disability supplemental security income disability benefits), and/or any other payments based on an individual’s inability to work.

Income Inclusion

- There will be no rent reduction for loss of income when a family is in noncompliance with a welfare agency self sufficiency program, work activities requirement, or welfare fraud which reduces or eliminates benefits.

Disallowance of Earned Income

- QHWRA exempts earned income for families who start work or on self-sufficiency programs. A family’s rent cannot increase for a period of 13 months if the increase income results from (1) earnings of a previously unemployed family member, (2)

earnings of a family member during participation in a self-sufficiency or job training program; or (3) earnings of a family member that had been receiving welfare in the previous six months. After the 12-month disallowance, a family's rent increase must be phased in. The phased-in rent cannot increase as a result of the earned income by more than 50 percent for an additional 12 months. However, the actual change in family income will be recorded in the data system.

Section 5-3 Rent Computations

- In accordance to QHWRA each family is given a choice among options for rent. The options include at least a flat rent and an income based rent. This choice must be given to each family annually. The families must be provided with enough information to make an informed choice. The QHWRA also requires a PHA to immediately switch a family from a flat rent to an income-based rent if the PHA determines that the family has a financial hardship. Such financial hardships include: (1) loss or reduction of employment; (2) death in the family or loss of assistance; (3) increase in the family's medical costs, childcare, transportation, or education.
- QHWRA established the following exceptions to the minimum rent requirements for hardship circumstances:
 1. The family has lost eligibility for and is awaiting an eligibility determination for a Federal, State or local assistance program;
 2. The family would be evicted as a result of the imposition of the minimum rent requirement;
 3. The income of the family has decreased because of changed circumstances, including loss of employment;
 4. A death in the family has occurred; and
 5. Other circumstances as determined by the PHA or HUD.

Rent Determinations

As a rule, rents in both public housing and Section 8 programs are based on the greater 10 percent of gross income or 30 percent of adjusted income, except that households must pay a minimum rent of \$25 a month.

Under the QHWRA of 1998, PHAs' must now offer residents the opportunity of either the above income-based rent or a "flat rent" that reflects the market value of the unit. The main difference between a flat rent and a ceiling rent is that a family may choose to pay a flat rent and not be recertified for those years, families paying ceiling rents must be recertified annually.

Based on these legislative changes, the agency plans to introduce the following changes in its rent structure over the next five years.

- The establishment of flat rents, as required by law, (attachment C).

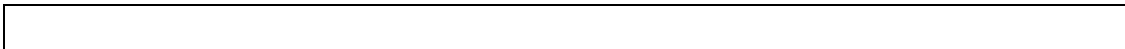
Designated Housing

Under existing regulations, housing authorities may designate properties designed for the elderly and disabled as “elderly only” provided that it could provide adequate alternative housing for those families that otherwise would have been served.

The Housing Authority of the City of Pawtucket submitted an “*Allocation Plan*” requesting designating housing for the elderly in 1997. Two buildings, John E. Fogarty for the Elderly (250 units) and Robert Burns Manor (96 units), were determined by the Authority to be the most appropriate facilities to participate in the Allocation Plan, (due the buildings’ population characteristics). In addition, this Authority requested 75 specially designated housing certificates for those “young-disabled” individuals who were going to be displaced by the Allocation Plan. This plan was approved in early 1998 with 75 certificates awarded to the housing authority by HUD to ensure that those displaced by the plan had alternative housing choices.

Households to be Served

Through its public housing and Section 8 Existing programs, the agency receives funding to serve 1,767 housing units: 1,087 public housing units and 680 Section 8 units. Twenty units under the *Scattered Site Housing Program* are also served. Although it is expected that the number of units in the agency’s portfolio will remain the same, the composition of project-based versus tenant base will change. Following anticipated Hope VI grant applications, which will include demolition of some public housing stock, the agency will have fewer public housing units and more leased housing units.



Capital Needs and Plans

The Department of Modernization has reviewed and revised its Comprehensive Plan and completed a systematic analysis of the management and physical needs of the organization and the developments. This analysis involved the consultation with the members of the community, the residents of the developments and the management and line staff of the

Authority. As a result of this effort, a Five-Year Action Plan has been developed to address the most urgent of the identified needs.

Management Needs

The Comprehensive Plan addresses several areas identified for improvement in the management on an Authority wide basis including:

- ❑ Continued resident training and resources for an active resident community
- ❑ Improved security including the establishment of a central monitoring facility
- ❑ Placement of all building plans on CAD
- ❑ Improved public communication including the establishment of a WEB page for the Authority
- ❑ Continued efforts to provide complete and accurate information through improvement to the Authority's computer systems.
- ❑ Improve efficiencies by establishing a central warehouse and other maintenance facility improvements.

Physical Needs

The Comprehensive Plan addresses the need for modernization improvements to keep the Authority's six developments not only viable but also competitive in the housing marketplace. Each development has been thoroughly reviewed and the plan specifically addresses each property in the following manor:

560 Prospect Street (RI2-1R)

- ❑ Site improvements including drainage work, landscaping, irrigation, roadway and walkway resurfacing
- ❑ Kitchen improvements including cabinet replacement and painting
- ❑ The systematic replacement of all floor covering
- ❑ The installation of washing machine facilities in the larger units
- ❑ The installation of range hoods
- ❑ Security improvements
- ❑ Construction of child care and after school facilities
- ❑ To assess whether or not to apply for a Hope VI grant application for the demolition of selected buildings.

Galego Court (RI2-2)

- ❑ Site Improvements including drainage work, landscaping, roadway and walkway resurfacing
- ❑ Playground improvements
- ❑ Selected building demolition
- ❑ Roof replacement and repairs

- ☐ Masonry repairs and waterproofing
- ☐ Repairs to the stair towers
- ☐ Replacement of domestic hot water systems
- ☐ The installation of washing machine facilities in the larger units
- ☐ Bathroom modernization
- ☐ The systematic replacement of all floor covering improvement of after school facilities
- ☐ Replace windows
- ☐ Administration building improvements
- ☐ Security improvements

Kennedy Manor (RI2-3/5)

- ☐ Site improvements including parking and roadway resurfacing, fencing and landscaping
- ☐ Interior improvements include modifications to the units to improve the interior environment of the units
- ☐ The systematic replacement of all floor covering
- ☐ Replacement of the elevators
- ☐ Security improvements

Fogarty Manor (RI2-4)

- ☐ Site improvements including parking lot improvements and new landscaping
- ☐ Balcony repairs
- ☐ Improvements to the laundry areas
- ☐ The systematic replacement of all floor covering
- ☐ Waterproofing of the masonry exterior and related repairs
- ☐ Replacement of the elevators
- ☐ Security improvements

St. Germain Manor (RI2-7.1)

- ☐ The systematic replacement of all floor covering
- ☐ Upgrading of the fire alarm system
- ☐ Community room renovations
- ☐ Common Area upgrades
- ☐ Site improvements including parking lot improvements and new site hand rails
- ☐ Security improvements

Burns Manor (RI2-7.2)

- ☐ The systematic replacement of all floor covering
- ☐ Upgrading of the fire alarm system
- ☐ Community room renovations
- ☐ Common area upgrades

- ❑ Site improvement including parking lot improvements and new site hand rails
- ❑ Security improvements

Table 3
Typical CGP Annual Funding

Category	Amount	Percentage
Operations	0.00	0%
Management Improvements	97,440.00	5%
Administration	69,238.00	4%
Audit	0.00	0%
Liquidated Damages	0.00	0%
Fees and Costs	75,762.00	4%
Site Acquisition	0.00	0%
Site Improvements	132,500.00	7%
Dwelling Structures	1,358,490.00	76%
Dwelling Equipment-	0.00	0%
Nonexpendable	50,000.00	3%
Non-dwelling Structures	20,000.00	1%
Non-dwelling Equipment	0.00	0%
Relocation Cost	0.00	0%
Replacement Reserve	0.00	0%
MOD Used for Development	0.00	0%
Contingency	1,803,430.00	
Amount of Annual Grant		

Demolition and Disposition

As mentioned in the previous section, this agency plans to assess whether or not to demolish selected building/s in the 560 Prospect Heights area and/or the Galego Court area.

The process to submit a Hope VI grant application will be determined after an appropriate assessment is undertaken. This Authority will also assess whether or not to increase family units' bedroom capacities to four and five bedrooms.

Conversion to Tenant Based Assistance

Except for the Galego Court development, for which the agency is requesting Section 8 replacement vouchers, the agency is not currently considering any other conversions to tenant-based assistance, nor is any other property subject to HUD's mandatory conversion

rules. Nonetheless, the Housing Authority of the City of Pawtucket will continue to assess tenant-based assistance over the next five years.



Deconcentration of Poverty

Under QHWRA, this agency has an affirmative obligation to de-concentrate poverty and to seek opportunities to increase the number of higher-income families in lower-income properties and lower-income families in higher-income properties.

Attachment H demonstrates both the average income and the distribution of incomes in each public housing development. Average incomes range from \$8,065. to \$11,088. The attach chart illustrates the fact that this agency does not have properties with significant numbers of higher-income families. Rather, the agency desires for all its family properties to enjoy a greater percentage of working families and the strategies already discussed in this plan are intended to increase the number of working families from 24% to 50% percent.

Resident Programs and Family Self-Sufficiency

While the agency supports the economic and social development of all its residents, it is also realistic regarding the financial resources to which it can contribute to such endeavors, particularly at a time when the Congress is not funding agencies at 100 percent of PFS eligibility.

To support resident economic and social development, the agency plans to pursue the following activities.

- ❑ To make available \$5 per unit annually for each family resident council and \$3 per unit annually for each elderly resident council.
- ❑ To provide \$100,000 annually for youth programs out of the Drug Elimination Grant.
- ❑ To offer community space to various community and human service agencies that will provide services to residents.
- ❑ To work with the Department of Modernization to develop plans for additional space for child care/pre-school programs at 560 Prospect Street.
- ❑ To develop programs that will address assisted housing issues in targeted senior/handicapped buildings.
- ❑ To collaborate with state's TANF program and agencies.

- ❑ To implement the mandatory community service requirement under QWRHA (upon issuance of HUD regulations to that effect).

Operations and Management

One of the primary goals of this agency over the next five years is to continue to demonstrate that it's a high performer. Listed below are key activities aimed at achieving high PHAS and SEMAP scores.

Public Housing

- ❑ Decentralize management operations
- ❑ Revise lease, schedule of charges, and community standards
- ❑ Revamp agency's operating procedure (to be consistent with a decentralized
- ❑ Management delivery system
- ❑ Implement a new automated management information system

Section 8 Existing

- ❑ Revise agency's Administrative Plan
- ❑ Develop new "quality control" unit
- ❑ Automate inspections (hand-held computers, etc.)
- ❑ Provide on-line information system for waiting list status and other data.

Civil Rights Certification

The Housing Authority of the City of Pawtucket certifies that it will carry out its plan in conformity with civil rights, fair housing and other federal laws that forbid discrimination on the basis of race, color, religion, sex, national origin, familial status or disability.

Fair Housing

This Housing Authority will also demonstrate that it will *affirmatively further fair housing* choices by:

- ❖ Examining its programs to identify any obstacles to fair housing choice.
- ❖ Addressing these obstacles in a reasonable way considering available resources.
- ❖ Work to overcome these obstacles and maintain records to reflect its analysis and actions.

Pet Policy

The Housing Authority of the City of Pawtucket will comply with the requirements set forth within HUD's Interim Rule 24.C.F.R. 903.7(n). According to the new law, all residents are allowed to have one or more pets, under reasonable conditions. Such conditions will include: a nominal fee to cover extra costs; a pet deposit to cover extraordinary costs; restrictions on the number and type of pets; and limits based upon the type of building.

ATTACHMENT A Notice Requirements

In compliance with federal statute regarding the development of the five-year plan, the agency conducted the following hearings.

Publication of proposed five-year and annual plans (Draft)	Date: November 10, 1999
Family development meetings Galego Court 560 Prospect Street	Date: November 10, 1999 2:00 pm November 10, 1999 7:30 pm
Senior/ handicapped development meetings Burns Manor St. Germain Manor Fogarty Manor	Date: November 8, 1999 9:00 am November 8, 1999 10:30 am November 9, 1999 2:30 pm
City-wide meetings	Date: November 15, 1999 3:30 pm
Public hearing	Date: November 15, 1999 Drug Elimination Budget Request: Date: February 24, 2000
Board approval and submission to HUD	Date: February 28, 2000

Attendance sheets and responses to comments received are contained in the “Attachments” at the end of the Five Year and One Year Plan.

Section 8 Existing Number	0-brm	1-brm	2-brm	3-brm	4-brm	5-brm
Elderly/Handicapped	0	13	02	02	0	0
Family	0	57	162	113	22	4
Average Income		\$8,495.	\$11,202.	\$12,732.	\$14,580.	\$17,093.
Below 30%	0	48	114	90	18	03
30-50%	0	18	49	22	03	01
50%+	0	04	1	03	01	00
Race						
Black	0	22	29	23	06	01
White	0	45	131	90	16	03
Other	0	03	04	02	0	0
Ethnicity						
Hispanic	N/A	N/A	N/A	N/A	N/A	N/A
Non-Hispanic	N/A	N/A	N/A	N/A	N/A	N/A

ATTACHMENT B

Waiting List Data

ATTACHMENT C Flat Rents
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<u>Flat Rents:</u>	<u>Unit Cost:</u>	<u>Development:</u>	<u>Average Rent:</u>
Efficiency:	\$393.00	Galego Court:	\$204.00
One Bedroom:	\$452.00	560 Prospect Heights:	\$203.00
Two Bedrooms:	\$594.00	Kennedy Manor:	\$221.00
Three Bedrooms:	\$659.00	Fogarty Manor:	\$236.00
Four Bedrooms:	\$758.00	St. Germain:	\$191.00
Five Bedrooms:	\$857.00	Burns:	\$231.00

Public Housing Number	0-brm	1-brm	2-brm	3-brm	4-brm	5-brm
Elderly/Handicapped	16	39	15	0	0	0
Family	0	47	67	32	12	0 2
Average Income	\$9,636.	\$8,127.	\$11,103.	\$8,482.	14,529.	N/A
Below 30%	12	58	66	29	10	02
30-50%	04	28	15	03	02	0
50%+	0	0	01	0	0	0
Race						
Black	04	31	24	12	05	1
White	12	51	55	19	06	1
Other	0	04	03	01	01	0
Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	N/A	N/A	N/A	N/A	N/A	N/A
Non-Hispanic	N/A	N/A	N/A	N/A	N/A	N/A

Please Note: The Pawtucket Housing Authority has recently conducted a “*Rent Reasonableness Study*” and is analyzing its flat rents rates. Rates may be changed to more accurately reflect the current market rent. The present flat rent may in fact be lowered. This change may assist the Authority in further lowering its vacancy rate.

ATTACHMENT D Physical Needs Assessment

Over 5 Years

Development	Total Units	Fix As-is		Redesign	
		Total	Per-	Total	Per-unit
		unit			
Elderly/ Handicapped Properties					
Burns Manor	96		\$3,861.	0	0
		\$370,625.			
Fogarty Manor	250		\$4,688.	0	0
		\$1,172,000.			
Kennedy Manor (including the "Electric Wing")	173		\$7,294.		
		\$1,261,789.			
St.Germain	112	\$427,375.	\$3,816.	0	0
Subtotal	631		\$5,122.	0	0
		\$3,231,789.			
Family Properties					
Galego Court	164	0	0	\$2,501,244.	\$15,251.
560 Prospect Street	292	0	0	\$748,698.	\$2,564.
Subtotal	456	0	0	\$3,249,942.	\$7,127.
Totals P.H.	1,087	\$3,231,789.	\$5,122.	\$3,249,942.	\$7,127.

ATTACHMENT E

Market Valuation

Public Housing Developments

Development	Total Units	PHA Dev. No.	Plat No.	Lot No.	Square Feet	Value of Land	Value of Buildings	Total Value
Elderly/Handicapped Properties								
Burns Manor 96 Park Street Pawtucket RI	96	7-2	07	410	112,641	\$111,507	\$1,580,000.	\$1,691,507.
Fogarty Manor 214 Roosevelt Ave. Pawtucket, RI	250	004	43	606	136,439	\$327,454..	\$4,332,500.	\$4,659,954.
Kennedy Manor 175 Broad Street Pawtucket, RI (including the "Electric Wing")	173	003	43	536	97,327	\$158,990.	\$2,080,000.	\$2,238,990.
St.Germain 375 Mineral Spring Avenue Pawtucket, RI	112	7-1	46	725	123,897	\$122,661	\$1,840,000.	\$1,962,661
			46	701	100,644	99,643	\$5,965,500.	\$6,065,143.
			46	702	430,198	\$425,898.	N/A	\$425,898.
Subtotal	631							
Family Properties								
Galego Court 483 Weeden Street Pawtucket, RI	164	002	46 46	701 702	100,644 430,198	\$99,643 \$425,898.	\$5,965,500.	\$6,065,143. \$425,898.
560 Prospect Street Pawtucket, RI	292	001	38	391	915,164	\$906,015	\$1,525,100.	\$2,431,115.
Subtotal	456							
Totals P.H.	1,087							

Please Note: The stated above assessed evaluations are based on 1992 assessment figures.
New evaluations will be made available in March, 2000.

Continued. "Market Valuation"

Scattered Site

Scattered Site	Total Beds	Plat No.	Lot No.	Square Feet	Value of Land	Value of Buildings	Total Value
53 Garrity Street	03	N/A	N/A	N/A	N/A	N/A	N/A
190 Woodbury Street	03	02	104	4,500	\$4,900.	\$30,400.	\$35,300.
280 Pleasant Street	03	54	838	7,795	\$4,240.	\$40,230.	\$44,470.
27 Wilson Street	03	11	125	5,000	\$4,760	\$34,050.	\$38,810.
41 Wood Street	03	19	70	5,000	\$4,760.	\$37,650.	\$42,410.
132 Vine Street	02	N/A	N/A	N/A	N/A	N/A	N/A
57 Dodge Street	04	38	85	5,000	\$4,080.	\$36,420.	\$40,500.
27 Preneta	N/A	40	639	5,800	\$5,530.	\$32,180.	\$37,710.
15 King Street	03	N/A	N/A	N/A	N/A	N/A	N/A
85 Oregon Street	03	40	823	5,069	\$4,820.	\$36,760.	\$41,580.
136 Edgemere Road	03	39	584	4,500	\$4,900.	\$32,080.	\$36,980.
8 Owen Avenue	03	48	626	5,530	\$5,253	\$41,500.	\$46,753.
68 Ferris Street	04	28	564	5,053	\$4,820.	\$40,930.	\$45,750.
256 Mendon Avenue	03	09	497	5,076	\$4,140.	\$31,820.	\$35,960.
42 Campell Street	03	39	865	6,500	\$6,180.	\$40,080.	\$46,260.
45 Elder Street	03	47	752	5,000	\$4,700.	\$38,050	\$42,750.
153 Finch Street	03	N/A	N/A	N/A	N/A	N/A	N/A
102 Samuel Avenue	03	47	265	5,000	\$4,760.	\$37,660.	\$42,420.
81 French Street	03	N/A	N/A	N/A	N/A	N/A	N/A
61 Terrace Street	03	50	798	4,826	\$5,250.	\$39,120.	\$44,370.

Please Note: The stated above assessed evaluations are based on 1992 assessment figures.
New evaluations will be made available in March, 2000.

ATTACHMENT F Five-Year Capital Plan
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Burns Manor	96	\$26,250.	\$83,875.	\$33,000.	\$117,500.	\$110,000.	\$370,625.
Fogarty Manor	250	\$195,000.	\$62,000.	\$585,000.	\$ 65,000.	\$265,000.	\$1,172,000.
Kennedy Manor (including "Electric Wing")	173	\$25,000.	\$35,000.	\$531,556.	\$405,233.	\$265,000.	\$1,261,789.
Development	Total Units	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
Elderly/ Handicapped Properties							
St. Germain	112	\$28,750.	\$98,125.	\$55,000.	\$120,500.	\$125,000.	\$427,375.
Subtotal	631	\$275,000.	\$279,000.	\$1,204,556.	\$708,233.	\$765,000.	\$3,231,789.
Family Properties							
Galego Court	164	\$1,081,490.	\$369,754.	\$ 75,000.	\$610,000.	\$365,000.	\$2,501,244.
560 Prospect Street	292	\$ 134,500.	\$280,000.	\$239,198.	\$55,000.	\$40,000.	\$748,698.
Subtotal	456	\$1,215,990.	\$649,754.	\$314,198.	\$665,000.	\$405,000.	\$3,249,942.
Management Improvements		\$97,440.	\$94,676.	\$94,676.	\$101,925.	\$101,925.	\$490,642.
HA-Wide Nondwelling Structures		\$50,000.	\$625,000.	\$0.00	\$150,000.	\$100,000.	\$925,000.
Nondwelling Equipment		\$20,000.	\$10,000.	\$0.00	\$19,000.	\$259,000.	\$308,000.
Administratio n		\$55,000.	\$95,000.	\$95,000.	\$95,000.	\$95,000.	\$435,000.
Other		\$90,000.	\$50,000.	\$95,000.	\$64,272.	\$77,505.	\$376,777.
Total		\$1,803,430.	\$1,803,430.	\$1,803,430.	\$1,803,430.	\$1,803,430.	\$9,017,150.

Annual Funding Awards
Capital Fund Program, FY2000-2004

ATTACHMENT G

Cost of Public Housing Versus Vouchers

Cost of Operating Public Housing vs. Vouchers

	Admin.	560 Prospect Street	Galego Court	Kennedy Manor	Fogarty Manor	St. Germain Manor	Burns Manor	Scattered Sites	Total
Total Operating Income	\$68,047.	\$634,572.	\$371,452.	\$396,512.	\$646,630.	\$245,675.	\$247,751.	\$23,850.	\$2,634,488.
Operating Expenses:									
Administration	\$152,451.	\$142,541.	\$82,056.	\$92,997.	\$125,820.	\$54,704.	\$49,234.		\$699,804.
Tenant Services		\$4,825.	\$2,784.	\$3,155.	\$4,268.	\$1,856.	\$1,670.		\$18,557.
Utilities	\$875.	\$440,172.	\$283,017.	\$119,956.	\$268,853.	\$98,113.	\$93,158.	\$7,011.	\$1,311,155.
Ordinary Maintenance		\$201,539.	\$119,977.	\$128,528.	\$173,804.	\$75,604.	\$68,044.		\$767,496.
Contract Costs	\$23,109.	\$47,752.	\$30,798.	\$49,150.	\$29,464.	\$15,309.	\$10,867.		\$206,450.
Protective Services		\$142,378.	\$80,240.						\$222,618.
General Expense		\$170,092.	\$98,130.	\$111,214.	\$150,466.	\$65,420.	\$58,878.		\$654,199.
Total Routine Expenses	\$176,434.	\$1,149,299.	\$697,003.	\$504,999.	\$752,675.	\$311,007.	\$281,852.	\$7,011.	\$3,880,279.
Non Routine Maintenance		\$18,336.	\$10,578.	\$11,989.	\$16,220.	\$7,052.	\$6,347.		\$70,523.
Total Operating Expense	\$176,434.	\$1,167,635.	\$707,581.	\$516,988.	\$768,896.	\$318,059.	\$288,199.	\$7,011.	\$3,950,802.
Net Operating Income (Loss)	(\$108,387)	(\$533,063)	(\$336,129)	(\$120,476)	(\$122,266)	(\$72,384)	(\$40,448)	(\$16,839)	\$1,316,314
Total Units Available		291	164	173	250	112	96	20	
Public Housing PUM Cost		\$334.97	\$359.54	\$249.03	\$256.30	\$236.65	\$250.17	\$29.17	
Section 8 Cert./Voucher PUM Cost		\$381.44	\$381.44	\$381.44	\$381.44	\$381.44	\$381.44		
Difference		(47.07)	(21.90)	(132.41)	(125.14)	(144.79)	(131.27)		

Please Note: Stated Cost Comparisons between Public Housing PUM and Section 8 Certificate/Voucher PUM Costs are exclusive of project operating income.

ATTACHMENT H Deconcentration of Poverty, Public Housing
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Please note:

Development	Total Units	Total Units Occupied	Average Household Income	Below 30% of median	Between 30% and 50% of median	Above 50% of median
Elderly/ Handicapped Properties						
Burns Manor	96	90	\$10,773.	48	36	03
Fogarty Manor	250	228	\$11,088.	118	98	13
Kennedy Manor (Including the "Electric Wing")	173	156	\$ 9,771.	103	46	07
St. Germain	112	109	\$8,065.	77	29	01
Subtotal	631	583		269	209	24
Family Properties						
Galego Court	164	149	\$9,393.	96	52	04
560 Prospect Street	292	274	\$ 9,029.	177	71	27
Subtotal	456	423		273	123	31
Total	1,087		\$9,687.00	542	332	55

Maximum Income Limits for Admission

Number of Persons	Lower Income	Very Low Income	30% of Median
One	\$26,950.	\$16,850.	\$10,100.
Two	\$30,800.	\$19,250.	\$11,550.
Three	\$34,650.	\$21,650.	\$13,000.
Four	\$38,500.	\$24,050.	\$14,450.
Five	\$41,550.	\$25,950.	\$15,600.
Six	\$44,650.	\$27,900.	\$16,750.
Seven	\$47,700.	\$29,800.	\$17,900.
Eight	\$50,800.	\$31,750.	\$19,050.

Medium income limits for admission will be adjusted as and when necessary, in accordance with the periodic issuance of revised income limits published by the U.S. Department of Housing and Urban Development.

ATTACHMENT I

Statistical Page

Date of Incorporation 1939

Board Structure

Number 05
Terms Five-years
Appointed by Mayor

Inventory of Assisted Housing

Public Housing 1,087 (waiting list: 230 - only 3 bedroom closed)
Section 8 680 (waiting list: 375 - closed)
Scattered Site 20

Total Residents Served by Age

	Age 0-4	Age 5- 13	Age 14-17	Age 18-24	Age 25- 44	Age 45-59	Age 60-64	Age 65- 69	Age 70- 74	Age 75- 79	Age 80 +	Total
Development												
Burns	0	0	0	0	01	09	04	15	18	22	25	94
Fogarty	0	0	0	0	01	16	23	37	46	46	89	258
Kennedy	0	01	01	01	31	42	25	15	24	24	20	184
St. Germain	0	0	0	0	05	24	12	16	27	19	14	117
Galego Court	102	151	40	56	91	27	02	05	05	01	01	481
560 Prospect Street	141	235	58	78	192	37	11	07	08	06	0	773
Total:	243	387	99	135	321	155	77	95	128	118	149	1,907
Percentage	13%	20%	05%	07%	17%	08%	04%	05%	07%	06%	08%	100%

Average Household Income: \$9,687.00

Average Gross Rent: \$215.00

Type of Household

	Total Household	Single Parent	Elderly	Handicapped	Disabled	Elderly & Handicapped	Children Age 5 or Less
Development							
Burns	87	0%	87%	20%	17%	10%	0%

Fogarty	229	0%	91%	10%	10%	05%	0%
Kennedy	156	04%	52%	54%	37%	13%	0%
St. Germain	107	0%	69%	35%	27%	08%	0%
Galego Court	151	75%	08%	19%	15%	6%	50%
560 Prospect Street	275	76%	08%	16%	12%	07%	46%

Annual PHA Plan PHA Fiscal Year 2000

Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- ✓ **High Performing PHA**
Small Agency (<250 Public Housing Units)
Administering Section 8 Only

Troubled Agency Plan

Background

The Housing Authority of the City of Pawtucket was established under *State Enabling Legislation in 1939*. The Authority is governed by a five-member Board of Commissioners who are appointed by the Mayor to five-year terms. The chair of the commission is elected by board members.

The Mission of the agency is to: *“provide safe, decent and affordable housing and to establish programs that will educate, enhance and empower the lives of all the people in the community we serve.”*

The agency presently operates two main housing programs, described below and summarized in Tables 1 and 2.

Table 1
Units, by Program

Program	Units
Public Housing	1,087

Section 8 Existing
Totals

680
1,7 67

- ❑ **Conventional Public Housing.** Under this program, HUD pays to construct the buildings and the agency receives operating subsidy calculated as the difference between what the agency collects in rents and other local receipts and what HUD prescribes as the agency's allowable operating costs. In addition to operating subsidy that the agency receives to operate the conventional public housing, the agency is also eligible for the following funding.
 - **Capital Grants (Modernization).** Housing Authorities of more than 250 Units receive funding under the Comprehensive Grant Program (CGP) for capital improvements or modernization. Typically, an agency must submit both an annual statement for the use of these funds and a rolling-five year plan. This is a formula-driven program. The amount that any agency receives is based on its formula-determined amount and congressional appropriations. The agency's funding for FY2000 is almost 2 million dollars.
 - **Drug Elimination Grant.** Since 1990 the congress has appropriated approximately \$280 million annually for Drug Elimination Grants. These grants may be used for a variety of drug and crime prevention activities. Funds are awarded based on competitive applications and the maximum that the agency can be awarded is based on the number of units the housing authority maintains. Since 1992, this Authority has successfully competed for and received approximately 1 million dollars of Drug Elimination Grant money.
 - **The Section 8 Existing Program.** Encompasses three separate programs: The Certificate Program, the Voucher Program, and the Housing Choice Voucher Program. By October 1, 2001 these three programs will be consolidated in to the Housing Choice Voucher Program. Currently, this agency administers 680 certificates and vouchers (which are to be merged). The PHA is paid approximately 7.25 percent of the 2-Bedroom Fair Market Rent (FMR) as "administrative fee" to operate the program and is reimbursed dollar-for-dollar for housing assistance payments to landlords.

Table 2
Profile of Pawtucket Housing Authority's Assisted Units

Public Housing								
Development	Total Units	0-brm	1-brm	2-brm	3-brm	4-brm	5-brm	Occupancy Rate

Elderly/ Handicapped Properties								
Burns Manor	96	48	48					91%
Fogarty Manor	250	69	170	11				91%
Kennedy Manor	133	04	112	17				95%
“Electric Wing”	40		40					75%
St. Germain	112	48	64					97%
Subtotal	631	169	434	28				92%
Family Properties								
Galego Court	164	0	34	66	40	20	04	91%
560 Prospect Street	292	0	53	141	80	18	0	94%
Subtotal	456	0	87	207	120	38	04	93%
Total P.H.	1,087	169	521	235	120	38	04	92%
Section 8 Program								
Program	Allocation	0-brm	1-brm	2-brm	3-brm	4-brm	5-brm	Lease-Up Rate
Certificates	630	0	206	226	183	15	0	83%
Vouchers	50	0	08	27	15	0	0	92%
Total Sec. 8	680	0	214	253	198	15	0	86%
Scattered Site Housing Program								
Program	Number	0-brm	1-brm	2-brm	3-brm	4-brm	5-brm	Lease-Up Rate
Homes				01	16	03		85%

Organization of Agency

The agency is organized under the executive office and five main divisions, as reflected below.

- ❑ **Property Management.** This division is headed by a Director of Housing. The division is responsible for the day-to-day operations of the agency’s owned-rental housing, i.e. conventional housing (1,087 units). Functions include: recertification, rent collections, work order intake, routine and preventive maintenance, annual unit inspections, etc.

- ❑ **Finance.** This division is responsible for all accounting, procurement, payroll and general services. The division is headed by a Director of Finance.
- ❑ **Construction and Modernization.** The division is responsible for the management of the agency's capital program, from design to oversight of general contractors. This division is lead by a Modernization Coordinator.
- ❑ **Resident Services.** This division is headed by a Director of Resident Services. The division is responsible for designing resident programs for the family and senior/handicapped developments and seeking grants to establish on-site resident service programs.
- ❑ **Leased Housing.** The division is responsible for the agency's leased-housing programs, i.e. Section 8 Certificate and Voucher Program. These functions include maintenance of the waiting list, annual reexaminations, unit inspections, and quality control. This division is headed by a Chief of Rental Assistance.

Executive Summary of the Annual PHA Plan

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Pawtucket Housing Authority's annual plan focuses on developing a strong housing authority that will be prepared to:

Maximize the number of affordable housing units by:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line;
- Reduce turnover time for vacated public housing units;
- Reduce time to renovate public housing units.

Increase the number of affordable housing units by:

- Applying for additional Section 8 units, should they become available;
- Pursuing housing resources other than public housing or Section 8 tenant-based assistance.

Target available assistance to families at or above 30% of AMI by:

- Adopting rent policies to support and encourage work

Target available assistance to families with disabilities by:

- Applying for special-purpose vouchers to families with disabilities, should they become available; and to
- Affirmatively market to local non-profit agencies that assist families with disabilities.

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ✓ Admissions Policy for Deconcentration
 - ✓ FY 2000 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ✓ PHA Management Organizational Chart
 - ✓ FY 2000 Capital Fund Program 5 Year Action Plan
 - ✓ Public Housing Drug Elimination Program (PHDEP) Plan
 - ✓ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
✓	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
✓	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
✓	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
✓	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
✓	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
✓	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
✓	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
✓	Public Housing Deconcentration and Income Mixing Documentation: PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
✓	Public housing rent determination policies, including the methodology for setting public housing flat rents <u>X</u> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
✓	Schedule of flat rents offered at each public housing development <u>X</u> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
✓	Section 8 rent determination (payment standard) policies <u>X</u> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
✓	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation). The Pawtucket Housing Authority includes maintenance policies within its Maintenance Plan.	Annual Plan: Operations and Maintenance
✓	Public housing grievance procedures <u>X</u> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
✓	Section 8 informal review and hearing procedures	Annual Plan: Grievance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Procedures
✓	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
✓	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
✓	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
✓	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
✓	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
✓	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
✓	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	2,581	5	3	5	2	5	3
Income >30% but <=50% of AMI	5,042	5	3	5	2	4	3
Income >50% but <80% of AMI	773	4	4	4	2	4	3

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Elderly	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	N/A	N/A	N/A				
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ✓ Consolidated Plan of the Jurisdiction/s
Indicate year: 1994 (Pawtucket's Consolidated Plan is in the process of being up-dated).
- ✓ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS")
American Housing Survey data
Indicate year:
Other housing market study
Indicate year:
Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List
--

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance Public Housing Combined Section 8 and Public Housing Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	375		
Extremely low income <=30% AMI	273	73%	
Very low income (>30% but <=50% AMI)	93	25%	
Low income (>50% but <80% AMI)	09	02%	
Families with children	358	95%	
Elderly families and Families with Disabilities	17	05%	
Race/ethnicity	N/A	N/A	
Ethnicity	N/A	N/A	
Race/ethnicity	N/A	N/A	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? January 11, 1998 – 2 yrs. Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing Combined Section 8 and Public Housing Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	230		
Extremely low income <=30% AMI	177	77%	
Very low income (>30% but <=50% AMI)	52	23%	
Low income (>50% but <80% AMI)	01	0%	
Families with children	160	70%	
Elderly and Disabled Families	70	30%	
Race/ethnicity	N/A	N/A	
Characteristics by Bedroom Size (Public Housing Only)	# of families	% of total families	
0 BR	16	07%	
1 BR	86	38%	
2 BR	82	36%	
3 BR	32	14%	
4 BR	12	05%	
5 BR	02	0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? May 24, 1999 - 6 months Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR** and the Agency's reasons for choosing this strategy.

*This agency has recently made revisions to the **Admission and Occupancy Policy** to better address the housing needs of families in the jurisdiction:*

Definitions

- Extremely low-income: a family whose annual income does not exceed 30 percent of the median income for the area, as determined by HUD, with adjustments for smaller and larger families.
- Full-time student: a person whose annual income does not exceed 30 percent of the median income for the area, as determined by HUD, with adjustments for smaller and larger families.

Definitions Pertaining to Income

- Total family income shall now include the earned income of minors. A deduction to arrive at adjusted income is the earned income of minors.

Eligibility and Preferences

Added to Preferences:

- Elderly, disabled, or handicapped families have a preference over single persons.

To provide protection against discrimination of applicants, the PHA will now provide an applicant family the benefit of a working preference if the head and spouse, or sole member, is 62 years of age or older (or receiving social security disability supplemental security income disability benefits), and/or any other payments based on an individual's inability to work.

Income Inclusion

- There will be no rent reduction for loss of income when a family is in noncompliance with a welfare agency self sufficiency program, work activities requirement, or welfare fraud which reduces or eliminates benefits.

Disallowance of Earned Income

- QHWRA exempts earned income for families who start work or on self-sufficiency programs. A family's rent cannot increase for a period of 12 months if the increase in income results from (1) earnings of a previously unemployed family member, (2) earnings of a family member during participation in a self-sufficiency or job training program; or (3) earnings of a family member that had been receiving welfare in the previous six months. After the 12-month disallowance, a family's rent increase must be phased in. The phased-in rent cannot increase as a result of the earned income by more than 50 percent for an additional 12 months. However, the actual change in family income will be recorded in the data system.

Section 5-3 Rent Computations

- In accordance to QHWRA each family is given a choice among options for rent. The options include at least a flat rent and an income based rent. This choice must be given to each family annually. The families must be provided with enough information to make an informed choice. The QHWRA also requires a PHA to immediately switch a family from a flat rent to an income based rent if the PHA determines that the family has a financial hardship. Such financial hardships include: (1) loss or reduction of employment; (2) death in the family or loss of assistance; (3) increase in the family's medical costs, childcare, transportation, or education.
- QHWRA established the following exceptions to the minimum rent requirements for hardship circumstances:
 - The family has lost eligibility for and is awaiting an eligibility determination for a Federal, State or local assistance program;
 - The family would be evicted as a result of the imposition of the minimum rent requirement;
 - The income of the family has decreased because of changed circumstances, including loss of employment;
 - A death in the family has occurred; and
 - Other circumstances as determined by the PHA or HUD.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ✓ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ✓ Reduce turnover time for vacated public housing units
- ✓ Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through Section 8 replacement housing resources
- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ✓ Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ✓ Pursue housing resources other than public housing or Section 8 tenant-base assistance.
- Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance

Employ admissions preferences aimed at families with economic hardships

- ✓ Adopt rent policies to support and encourage work

Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ✓ Employ admissions preferences aimed at families who are working

- ✓ Adopt rent policies to support and encourage work

Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ✓ Seek designation of public housing for the elderly

Apply for special-purpose vouchers targeted to the elderly, should they become available

Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

Seek designation of public housing for families with disabilities

Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing

- ✓ Apply for special-purpose vouchers targeted to families with disabilities, should they become available

- ✓ Affirmatively market to local non-profit agencies that assist families with disabilities

Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

Market the Section 8 program to owners outside of areas of poverty /minority concentrations

Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ✓ Funding constraints
- ✓ Staffing constraints
- ✓ Limited availability of sites for assisted housing
- ✓ Extent to which particular housing needs are met by other organizations in the community
- ✓ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ✓ Influence of the housing market on PHA programs
 - Community priorities regarding housing assistance
 - Results of consultation with local or state government
- ✓ Results of consultation with residents and the Resident Advisory Board
- ✓ Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	\$1,879,115.00	
b) Public Housing Capital Fund	\$1,643,535.00	
c) HOPE VI Revitalization	\$0.00	
d) HOPE VI Demolition	\$0.00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$3,182,451.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$298,158.00	
g) Resident Opportunity and Self-Sufficiency Grants	\$85,000.00	
h) Community Development Block Grant	\$0.00	
i) HOME	\$0.00	
Other Federal Grants (list below)		
Senior Service Coordinator Grant	\$87,000.00	Service Coordinator
Project Development Grant	\$402,000.00	Development

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)		
RI43P00270798	\$1,100,000.00	Project Development
RI43P00270899	\$1,803,000.00	Project Development
RI43DEP02197	\$75,000.00	Drug Elimination Program
RI43DEP02198	\$326,098.00	Drug Elimination Program
3. Public Housing Dwelling Rental Income	\$2,542,860.00	
4. Other income (list below)		
Interest Income	\$108,484.00	
Other (tenant charges, laundry, etc.)	\$109,394.00	
4. Non-federal sources (list below)		
Energy Performance Contract	\$1,640,000.00	
Total resources	\$15,195,095.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
 - ✓ When families are within a certain number of being offered a unit: (state number) 10
 - When families are within a certain time of being offered a unit: (state time)
 - Other: (describe) Citizenship
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ✓ Criminal or Drug-related activity
- ✓ Rental history
- ✓ Housekeeping
- Other (describe)

- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

- b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

❖ *The Pawtucket Housing Authority does not intend to operate site-based waiting list in the coming year. This section will be skipped.*

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
- ☐ Two
- ☒ Three or More

b. ☐ Yes ☒ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA: The applicants for the family developments only have two choices.

(4) Admissions Preferences

a. Income targeting:

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
- ☒ Overhoused

- X Underhoused
- X Medical justification
- X Administrative reasons determined by the PHA (e.g., to permit modernization work)
- X Resident choice: (state circumstances below)
Residents can choose to transfer to another development after one year of occupancy, (they may be put on the transfer list).
- ___ Other: (list below)

c. Preferences

1. X Yes ___ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ___ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ___ Victims of domestic violence
- ___ Substandard housing
- ___ Homelessness
- ___ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ✓ Working families and those unable to work because of age or disability
- ✓ Veterans and veterans’ families
- ✓ Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time: November 1, 1999 The Pawtucket Housing Authority Up-Dated Preferences. Please refer to "Other Preferences"

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- "1" Working families and those unable to work because of age or disability
"1" Veterans and veterans' families
"1" Residents who live and/or work in the jurisdiction
Those enrolled currently in educational, training, or upward mobility programs
Households that contribute to meeting income goals (broad range of incomes)
Households that contribute to meeting income requirements (targeting)
Those previously enrolled in educational, training, or upward mobility programs
Victims of reprisals or hate crimes
Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

The PHA applies preferences within income tiers

- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
☒ The PHA's Admissions and (Continued) Occupancy policy
☒ PHA briefing seminars or written materials
Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
☒ Any time family composition changes
At family request for revision
Other (list)

(6) Deconcentration and Income Mixing

a. X Yes ___ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. X Yes ___ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

Adoption of site-based waiting lists

If selected, list targeted developments below:

- ✓ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

- *560 Prospect Heights*
- *Galego Court*
- *Burns Manor*
- *Fogarty Manor*
- *Kennedy Manor*
- *St. Germain*

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and developments targeted below)

d. X Yes ___ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ✓ Additional affirmative marketing
 - Actions to improve the marketability of certain developments
 - Adoption or adjustment of ceiling rents for certain developments
- ✓ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

✓ Other (list below) Adoption of Flat Rents

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

✓ List (any applicable) developments below:

- *560 Prospect Heights*
- *Galego Court*
- *Burns Manor*
- *Fogarty Manor*
- *Kennedy Manor*
- *St. Germain*

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ✓ Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

B X Yes ___ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

- c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - ✓ Other (describe below) Names of addresses of former landlords.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ✓ None
 - Federal public housing
 - Federal moderate rehabilitation
 - Federal project-based certificate program
 - Other federal or local program (list below)
- b. Where may interested persons apply for admission to Section 8 tenant-based assistance? (select all that apply)
- ✓ PHA main administrative office
 - Other (list below)

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

- *If the applicant requires a large 4 or 5 bedroom unit.*
- *Handicapped and disabled individuals/families are also given extensions.*
- *If families can document their inability to find a unit.*

(4) Admissions Preferences

- a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the Section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to Section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose Section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ✓ Working families and those unable to work because of age or disability
- ✓ Veterans and veterans' families
- ✓ Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time: *November 1, 1999*

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence

Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- “1” Working families and those unable to work because of age or disability
- “1” Veterans and veterans’ families
- “1” Residents who live and/or work in your jurisdiction
 - Those enrolled currently in educational, training, or upward mobility programs
 - Households that contribute to meeting income goals (broad range of incomes)
 - Households that contribute to meeting income requirements (targeting)
 - Those previously enrolled in educational, training, or upward mobility programs
 - Victims of reprisals or hate crimes
 - Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ✓ Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ✓ This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- ✓ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ✓ The Section 8 Administrative Plan
Briefing sessions and written materials
Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
 - ✓ Through published notices
 - ✓ Other (list below)
 - ✓ *Notice to social service agencies who target special admissions for Special Purpose Section 8 Assistance Programs.*

4. PHA Rent Determination Policies

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

Eligibility, Selection and Admissions

This agency currently does not subscribe to the "old" federal preferences, but rather to "other" preferences, i.e., veterans, working families and those unable to work because of age or disability, and residents who live and/or work in the jurisdiction. Recent revisions to the Admission and Occupancy Policy are as follows:

Definitions

- Extremely low-income: a family whose annual income does not exceed 30 percent of the median income for the area, as determined by HUD, with adjustments for smaller and larger families.
- Full-time student: a person whose annual income does not exceed 30 percent of the median income for the area, as determined by HUD, with adjustments for smaller and larger families.

Definitions Pertaining to Income

- Total family income shall now include the earned income of minors. A deduction to arrive at adjusted income is the earned income of minors.

Eligibility and Preferences

Added to Preferences:

- Elderly, disabled, or handicapped families have a preference over single persons.

To provide protection against discrimination of applicants, the PHA will provide an applicant family the benefit of a working preference if the head and spouse, or sole member, is 62 years of age or older (or are receiving social security disability supplemental security income disability benefits), and/or any other payments based on an individual's inability to work.

Income Inclusion

- There will be no rent reduction for loss of income when a family is in noncompliance with a welfare agency self sufficiency program, work activities requirement, or welfare fraud which reduces or eliminates benefits.

Disallowance of Earned Income

- QHWRA exempts earned income for families who start work or on self-sufficiency programs. A family's rent cannot increase for a period of 12 months if the increase income results from (1) earnings of a previously unemployed family member, (2) earnings of a family member during participation in a self-sufficiency or job training program; or (3) earnings of a family member that had been receiving welfare in the previous six months. After the 12-month disallowance, a family's rent increase must be phased in. The phased-in rent cannot increase as a result of the earned income by more than 50 percent for an additional 12 months. However, the actual change in family income will be recorded in the data system.

Section 5-3 Rent Computations

- In accordance to QHWRA each family is given a choice among options for rent. The options include at least a flat rent and an income based rent. This choice must be given to each family annually. The families must be provided with enough information to make an informed choice. The QHWRA also requires a PHA to immediately switch a family from a flat rent to an income-based rent if the PHA determines that the family has a financial hardship. Such financial hardships include: (1) loss or reduction of employment; (2) death in the family or loss of assistance; (3) increase in the family's medical costs, childcare, transportation, or education.
- QHWRA established the following exceptions to the minimum rent requirements for hardship circumstances:

6. The family has lost eligibility for and is awaiting an eligibility determination for a Federal, State or local assistance program;
7. The family would be evicted as a result of the imposition of the minimum rent requirement;
8. The income of the family has decreased because of changed circumstances, including loss of employment;
9. A death in the family has occurred; and
10. Other circumstances as determined by the PHA or HUD.

Rent Determinations

As a rule, rents in both public housing and Section 8 programs are based on the greater 10 percent of gross income or 30 percent of adjusted income, except that households must pay a minimum rent of \$25 a month.

Under the QHWRA of 1998, PHAs' must now offer residents the opportunity of either the above income-based rent or a "flat rent" that reflects the market value of the unit. The main difference between a flat rent and a ceiling rent is that a family may choose to pay a flat rent and not be recertified for those years, families paying ceiling rents must be recertified annually.

Based on these legislative changes, the agency plans to introduce the following changes in its rent structure over the next five years.

- The establishment of flat rents, as required by law, (attachment C).

a. Use of discretionary policies: (select one)

- ✓ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: N/A

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling/Flat rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☒ Yes for all developments

Yes but only for some developments

No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

✓ For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

Market comparability study

✓ Fair market rents (FMR)

95th percentile rents

75 percent of operating costs

100 percent of operating costs for general occupancy (family) developments

Operating costs plus debt service

The "rental value" of the unit

Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

Never

At family option

✓ Any time the family experiences an income increase

Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____

Other (list below)

g. ___ Yes X No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
 - ✓ The section 8 rent reasonableness study of comparable housing
 - Survey of rents listed in local newspaper
 - Survey of similar unassisted units in the neighborhood
 - Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies .

- a. What is the PHA's payment standard? (select the category that best describes your standard)
 - ✓ At or above 90% but below 100% of FMR
 - 100% of FMR
 - Above 100% but at or below 110% of FMR
 - Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
 - FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
 - The PHA has chosen to serve additional families by lowering the payment standard
 - Reflects market or submarket
 - Other (list below)
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
 - FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
 - Reflects market or submarket
 - To increase housing options for families

Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

✓ Annually

Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

✓ Success rates of assisted families

✓ Rent burdens of assisted families

✓ Other (list below)

✓ Based on rent reasonableness survey of unassisted rental units.

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

\$0

✓ \$1-\$25

\$26-\$50

b. ____ Yes X No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

❖ *The Pawtucket Housing Authority is a high performing housing authority and is not required to complete this section.*

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

An organization chart showing the PHA's management structure and organization is attached.

✓ A brief description of the management structure and organization of the PHA follows:

Organization of Agency

The agency is organized under the executive office and five main divisions, as reflected below.

- ❑ **Property Management.** This division is headed by a Director of Housing. The division is responsible for the day-to-day operations of the agency's owned-rental housing, i.e. conventional housing (1,087 units). Functions include: recertification, rent collections, work order intake, routine and preventive maintenance, annual unit inspections, etc.
- ❑ **Finance.** This division is responsible for all accounting, procurement, payroll and general services. The division is headed by a Director of Finance.
- ❑ **Construction and Modernization.** The division is responsible for the management of the agency's capital program, from design to oversight of general contractors. This division is lead by a Modernization Coordinator.
- ❑ **Resident Services.** This division is headed by a Director of Resident Services. The division is responsible for designing resident programs for the family and senior/handicapped developments and seeking grants to establish on-site resident service programs.
- ❑ **Leased Housing.** The division is responsible for the agency's leased-housing programs, i.e. Section 8 Certificate and Voucher Program. These functions include maintenance of the waiting list, annual reexaminations, unit inspections, and quality control. This division is headed by a Chief of Rental Assistance.

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1010 occupied units	250
Section 8 Vouchers	50	4%
Section 8 Certificates	555	
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	75	
Public Housing Drug	680	

Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
Service Coordinator Grant	523	

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)

Code of Rules and Regulations of the Housing Authority of the City of Pawtucket, Rhode Island

- (2) Section 8 Management: (list below)

Code of Rules and Regulations of the Housing Authority of the City of Pawtucket, Rhode Island

Section 8 Administrative Plan

6. PHA Grievance Procedures (Pawtucket Housing Authority- High Performer)

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

❖ *The Pawtucket Housing Authority is a high performer and is not required to complete this section.*

A. Public Housing

1. ☐ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☐ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ___ Yes X No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- X PHA main administrative office
___ Other (list below)

7. Capital Improvement Needs

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ✓ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment. *Please refer to attachments*

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ___ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

___ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name

-or-

☒ The Capital Fund Program 5-Year Action Plan is provided below: *(Please refer to the CFP optional 5 Year Action Plan in the Table Library.)*

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

___ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

X Yes ___ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

560 Prospect Street

X Yes ___ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

Assisted Housing

X Yes ___ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

The Pawtucket Housing Authority may look toward replacement

activities in Galego Court. Plans need to be further developed.

8. Demolition and Disposition [

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ___ Yes X No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

If approved by HUD, demolition or disposition activities would take place in the next fiscal year.

2. Activity Description

___ Yes ___ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

❖ *The Pawtucket Housing Authority has the option to skip this Activity Description Table since demolition/disposition activities are not planned in this annual fiscal year (report/plan).*

Demolition/Disposition Activity Description	
1a. Development name:	560 Prospect Street/Galego Court
1b. Development (project) number:	001/002
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>(November, 2000)</u>
5. Number of units affected:	<u>To be determined.</u>
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: September, 2001 b. Projected end date of activity: September, 2003

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

1. Activity Description

☒ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: John E. Fogarty Housing for the Elderly & Robert Burns
1b. Development (project) number: RI002004, RI002007.2
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (Nov. 1998)
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan (1998) <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: <u>346 units</u>
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

❖ No – will skip to component 11, Home Ownership

2. Activity Description

___ Yes ___ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ___ Yes X No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). **(If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)**

❖ *No- will skip to 11 B*

2. Activity Description

- ___ Yes ___ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development

☐ Total development

B. Section 8 Tenant Based Assistance (Pawtucket Housing Authority – High Performer)

1. ___ Yes X No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

❖ *No – will skip toward component 12*

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

12. PHA Community Service and Self-Sufficiency Programs

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

❖ *The Pawtucket Housing Authority is a high performer and has the option to skip to component 13.*

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

___ Yes X No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? N/A

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ✓ Client referrals
- ✓ Information sharing regarding mutual clients (for rent determinations and otherwise)
Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
Jointly administer programs
Partner to administer a HUD Welfare-to-Work voucher program
Joint administration of other demonstration program
Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas?
(select all that apply)

- Public housing rent determination policies
- ✓ Public housing admissions policies (The PHA gives incentives to people that work).
- ✓ Section 8 admissions policies
Preference in admission to section 8 for certain public housing families
Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
Preference/eligibility for public housing homeownership option participation
Preference/eligibility for section 8 homeownership option participation
Other policies (list below)

b. Economic and Social self-sufficiency programs

X Yes ___ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of

residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Head Start Pre-school/Child Care Program (assistance for parents in training or working)	45	PHA resident in training or working	Galego Court	PHA resident in training or working
Boys & Girls Club After-School Program for Youth (assistance for parents in training or working)	300	PHA resident in training or working	Galego Court 560 Prospect Street	PHA resident in training or working
GED Classes	20	PHA resident	Galego Court 560 Prospect Street	PHA resident
ESL Classes	20	PHA resident	Galego Court 560 Prospect Street	PHA resident
YMCA – Job Development Training	30	PHA resident	Galego Court 560 Prospect Street	PHA resident

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: November 8, 1999)
Public Housing	20	39
Section 8	69	53
Participants Completing FSS Program During this Period.		06

B. X Yes ___ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
 - ✓ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - ✓ Informing residents of new policy on admission and reexamination
 - ✓ Actively notifying residents of new policy at times in addition to admission and reexamination.
 - ✓ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
Establishing a protocol for exchange of information with all appropriate TANF agencies
Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

❖ *The Pawtucket Housing Authority is a high performer and has the option to skip to component 15.*

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
 - High incidence of violent and/or drug-related crime in some or all of the PHA's developments
 - High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
 - ✓ Residents fearful for their safety and/or the safety of their children
 - ✓ Observed lower-level crime, vandalism and/or graffiti
 - People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
 - Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ✓ Safety and security survey of residents
- ✓ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ✓ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- ✓ Police reports

- ✓ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

560 Prospect Street
Galego Court
John F. Kennedy Housing for the Elderly

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ✓ Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
- ✓ Crime Prevention Through Environmental Design
- ✓ Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

560 Prospect Street
Galego Court
John F. Kennedy Housing for the Elderly

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ✓ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ✓ Police provide crime data to housing authority staff for analysis and action
- ✓ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
Police regularly testify in and otherwise support eviction cases
- ✓ Police regularly meet with the PHA management and residents
- ✓ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

1. Which developments are most affected? (list below)

560 Prospect Street

Galego Court

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

X Yes ___ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

X Yes ___ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

X Yes ___ No: This PHDEP Plan is an Attachment. (Attachment Filename: ___)

14. RESERVED FOR PET POLICY

Code of Rules and Regulations of the Housing Authority of the City of Pawtucket, Rhode Island

Please Note: The Housing Authority of the City of Pawtucket will comply with the requirements set forth within HUD's Interim Rule 24.C.F.R. 903.7(n). According to the new law, all residents are allowed to have one or more pets, under reasonable conditions. Such conditions will include: a nominal fee to cover extra costs; a pet

deposit to cover extraordinary costs; restrictions on the number and type of pets; and limits based upon the type of building.

15. Civil Rights Certifications

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

Code of Rules and Regulations of the Housing Authority of the City of Pawtucket, Rhode Island

Affirmative Action

Equal Employment Opportunity

- 9-1. Preamble.
- 9-2. Effect of policy; implementation; responsibilities of carrying out policy.
- 9-3. Responsibilities of Affirmative Action Program Supervisor and other Authority officials.
- 9-4. Publicizing Affirmative Action Program.
- 9-5. Hiring; placement; evaluation of promotional requirements.
- 9-6. Training and education.
- 9-7. Program evaluation.
- 9-8. Leased Housing Division.

Minority Business and Women's Enterprises

- 9-9. Policy Statement
- 9-10. Objectives of program.
- 9-11. MBE numerical goal.
- 9-12. Procedures to obtain goals.
- 9-13. Recordkeeping and reviews.
- 9-14. Implementation officer.

The Housing Authority of the City of Pawtucket certifies that it will carry out its plan in conformity with civil rights, fair housing and other federal laws that forbid discrimination on the basis of race, color, religion, sex, national origin, familial status or disability.

16. Fiscal Audit

1. ☒ Yes ___ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ___ No: Was the most recent fiscal audit submitted to HUD?
3. ___ Yes ___ No: Were there any findings as the result of that audit?
4. ___ Yes ___ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? ____
5. ___ Yes ___ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.
High performing and small PHAs are not required to complete this component.

❖ *The Pawtucket Housing Authority is a high performer and may have the option to skip this component.*

1. ___ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - ✓ Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)
3. ___ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

A. Resident Advisory Board Recommendations

1. ☒ Yes ___ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

Attached at Attachment (File name)

- ✓ Provided below: The Pawtucket Housing Authority should have a pull cord in every room of the senior/handicapped developments.

3. In what manner did the PHA address those comments? (select all that apply)

- ✓ Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments

List changes below:

Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ___ Yes X No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ___ Yes X No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

Candidates were nominated by resident and assisted family organizations

- ✓ Candidates could be nominated by any adult recipient of PHA assistance
- ✓ Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

b. Eligible candidates: (select one)

- ✓ Any recipient of PHA assistance
 - ✓ Any head of household receiving PHA assistance
 - ✓ Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization

Other (list)

c. Eligible voters: (select all that apply)

All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

Representatives of all PHA resident and assisted family organizations

Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: **City of Pawtucket**
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - ✓ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - ✓ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - ✓ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

☐ Other: (list below)

2. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

During the development of the Five Year and One Year Plan jurisdiction officials from the City Planning Department met with Housing Authority staff and reviewed the plan. In addition, jurisdiction officials from the Planning Department also attended one of the PHA's public meetings.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Public Housing Drug Elimination Program Plan

General Information/History

A. Amount of PHDEP Grant \$239,075.

B. Eligibility type (Indicate with an "x") N1 X (PHA) N2 R

C. FFY in which funding is requested FFY 2000

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long.

The Pawtucket Housing Authority will use a comprehensive security and prevention-based approach to attack the problem of drug related crime. Police patrols will be used to eliminate drug activity in the developments of Galego Court and 560 Prospect Street. A comprehensive drug prevention and outreach program will continue to be funded to further provide youth and adults with educational and other organized prevention programs.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted, the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Area	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Galego Court	164	456 (targeted)
560 Prospect Height	292	789 (targeted)

F. Duration of Program

6 Months ____ 12 Months ____ - 18 Months ____

24 Months X Other ____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Funding Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$297,300.	RI43DEP 0020195	- 0 -	None	Completed
FY 1996	\$329,700.	RI43DEP 0020196	- 0 -	“GE”	Completed
FY 1997	\$326,100.	RI43DEP 0020197	- 0 -	“GE”	Completed
FY 1998	\$326,098.	RI43DEP 0020198	- 0 -	None	2/11/01
FY 1999	\$239,075.	RI43DEP 0020199	- 0 -	None	2/1/02

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

Goal I: To continue to provide local law enforcement services, above base line services, in order to ensure extended law enforcement efforts to reduce drug trafficking.

Goal II: To implement the Adult/Youth Substance Abuse Prevention Component to encourage residents’ personal development. By increasing the residents’ sense of self worth, individuals will become capable of moving toward a more stable lifestyle, away from drugs. Coordinated with various community agencies, such as the Boys & Girls Club, the

Adult/Youth Prevention Components will provide job opportunities, educational classes/workshops, recreational and prevention activities. This component will be in accordance with the Rhode Island Family Independence Act of 1996 and the Personal Responsibility and Work Opportunity Reconciliation Act passed by Congress in 1996, Welfare Reform Legislation.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	\$60,000.
9120 – Security Personnel	
9130 – Employment of Investigators	
9140 – Voluntary Tenant Patrol	
9150 – Physical Improvements	
9160 – Drug Prevention	\$179,075.
9170 – Drug Intervention	
9180 – Drug Treatment	
9190 – Other Program Costs	
Total PHDEP Funding	\$239,075.

C. PHDEP Plan Goals and Objectives

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise-not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 Reimbursement of Law Enforcement: To maintain the extension of police coverage, above local base-line services, which was established in 1993 as a result of the award of the Authority's first Drug Elimination Program.

9160 Drug Prevention: To maintain on-site youth programming which will address substance abuse prevention through a range of youth activities; resident outreach and

drug prevention awareness programs. To provide a range of educational programs that will enhance the basic skills of adults and youth of the PHA.

9110 – Reimbursement of Law Enforcement				Total PHDEP Funding: \$60,000.		
Goal(s):	To continue to provide local law enforcement services, above base line services, in order to continue the PHA’s law enforcement efforts to reduce drug trafficking.					
Objectives:	To maintain the low incidents of drug trafficking within the developments.					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	Other Funding (Amount Source)	Performance Indicators
1. Law Enforcement Service(above base-line services)	1,245	Galego Court 560 Prospect St.	2/2001	2/2003	\$130,000.	Police Logs Police Statistics, i.e. arrests by dev.

9160 – Drug Prevention		Total PHDEP Funding: \$139,075.
Goal(s):	<ol style="list-style-type: none">1. To recruit 60 students for the after-school activity program.2. To recruit 60 members for the sun-n-fun camp.3. 75 boys and girls will become extension site members.4. 200 youth (ages 6-17) will participate in athletic leagues and activities.	
Objectives:	<ol style="list-style-type: none">A. 60 participants will be provided with safe and fun activities throughout the school year with an emphasis on homework and drug prevention programs.B. 60 participants members will be provided with safe and fun activities throughout the summer months.C. To provide an accessible, safe environment for a comprehensive drug prevention program for the youth of 560 Prospect Street and Galego Court.D. To provide a quality year round athletic program for boys and girls from Galego Court and 560 Prospect Heights.	

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	Other Funding (Amount Source)	Performance Indicators
1) Recruit 60 Members	60	Boys & Girls (6-17)	2/2001	2/2003	N/A	Completed Registration Forms
2) A monthly schedule of events for each site will be developed and distributed to children and parents.	Developments	Boys & Girls (6-17)	2/2001	2/2003	N/A	Schedules are followed consistently. Residents are aware of daily, weekly and special events.
3) Transportation will be arranged for after-school programs and summer programs.	60	Boys & Girls (6-17)	2/2001	2/2003	N/A	Documentation of Bus Logs
4) Participants will be provided with either breakfast, lunch or supper each day of programming.	60	Boys & Girls (6-17)	2/2001	2/2003	Anticipated B & G Club N/A Club Currently Provides	Attendance Records
5) Parent/Child event will be planned each quarter.	60	Boys & Girls (6-17)	2/2001	2/2003 Quarterly	N/A	Attendance records from the events.
6) 75 Youth will complete homework assignments daily.	75	Boys & Girls (6-17)	2/2001	2/2003	N/A	An increase of one letter grade by participant's daily attendance records.

7) 75 youth will participate in the Smart Moves Drug Prevention Program.	75	Boys & Girls (6-17)	2/2001	2/2003	N/A	Pre and Post Test
8) A "Touch Club" will be established in each development.	75	Boys & Girls (6-17)	2/2002	2/2003	N/A	Community Service Projects Completed
9) To recruit youth for interstate basketball league and other recreational programming.	50 - 200	Boys & Girls (6-17)	2/2002	2/2003	N/A	Attendance Records

9160 – Drug Prevention		Total PHDEP Funding: \$ 40,000.
Goal(s):	<ol style="list-style-type: none"> 1. To offer computer skills transferable to working or educational environment. 2. To prepare residents for work or a formal training program and provide skills to empower them by teaching computer literacy and basic academic skills. 3. To encourage residents to continue training for skills development for possible employment, self-employment, or continuing education. 	

Objectives:	<p>A. To familiarize residents and teens with IBM computers and Microsoft Windows major applications including Netscape Navigator, Microsoft Word, Excel, Power Point and other appropriate programs.</p> <p>B. To provide and update academic skills in reading, writing and mathematics through educational software (PLATO Learning System Courseware).</p> <p>C. To access Internet resources for educational purposes and employment income opportunities.</p> <p>D. To introduce skills which will aid residents in seeking employment, such as practice reading and responding to classified advertisements, and writing to request information.</p> <p>E. To introduce and utilize skills which will aid residents and teens in securing education and employment.</p> <p>F. To increase parents' abilities to help their children with homework.</p> <p>G. To offer courses in parenting skills and life and job skills, which will help them, achieve success in school beyond.</p> <p>H. To help young children and teens build computer and academic skills, which will help them, achieve success in school and beyond.</p>					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	Other Funding (Amount Source)	Performance Indicators

1) To conduct five (5), eight (8) week computer literacy and basic academic skills training sessions for adults and teens.	20	Adults Teens	1/2002	2/2003	N/A	Scheduled Classes Class Curriculum Class Attendance Sheet Class Pre and Post Testing
2) To provide continuous computer training for children enrolled in Boys & Girls Prospect St. Homework Club.	60	Boys & Girls (6-17)	1/2002	2/2003	N/A	Scheduled Classes Class Curriculum Class Attendance Sheet Class Pre and Post Testing
3) To monitor the computer laboratory.	Dev.	Adults Teens Youth	On- going	On-going	N/A	Procedures Documented
4) To introduce participants to Microsoft Word, with an initial emphasis on word processing and typing and Excel.	60	Adults Teens Youth	1/2002	2/2003	N/A	Scheduled Classes Class Curriculum Class Attendance Sheet Class Pre and Post Testing

5) To introduce participants to using the Internet.	60	Adults Teens Youth	1/2002	2/2003	N/A	Scheduled Classes Class Curriculum Class Attendance Sheet Class Pre and Post Testing
6) To have participants use PLATO Learning System Courseware, educational software designed for grad levels 3-12, for guided study in parenting skills, life and job skills, math fundamentals or reading.	50	Youth Teens	1/2002	2/2003	N/A	Scheduled Classes Class Curriculum Class Attendance Sheet Class Pre and Post Testing
7) To have participants use PLATO for their own independent course work.	50	Youth Teens	1/2002	2/2003	N/A	Course Work Curriculum

8) To have a graduation ceremony to acknowledge the participant's achievement..	50-100	Adult Teens Youth	1/2002	2/2003	N/A	Certificate of Achievement
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Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals) the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds by Activity	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g. Budget Line Item #9120</i>	<i>Activities 1,3</i>		<i>Activity 2</i>	
9110	10%	\$24,000.	100%	\$60,000.
9120				
9130				
9140				
9150				
9160	15%	\$36,000.	100%	\$179,075.
9170				
9180				
9190				
TOTAL	25%	\$60,000.	100%	\$239,075.

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the "PHA Certification of Compliance with the PHA Plan and Related Regulations."

D. Attachments

Use this section to provide any additional attachments referenced in the Plans.

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number: RI 43 P002 708 99 Grant Approval No: 2577-0157

☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$0.00
3	1408 Management Improvements	\$97,440.00
4	1410 Administration	\$55,000.00
5	1411 Audit	\$0.00
6	1415 Liquidated Damages	\$0.00
7	1430 Fees and Costs	\$90,000.00
8	1440 Site Acquisition	\$0.00
9	1450 Site Improvement	\$125,000.00
10	1460 Dwelling Structures	\$1,365,990.00
11	1465.1 Dwelling Equipment-Nonexpendable	0.00
12	1470 Nondwelling Structures	\$50,000.00
13	1475 Nondwelling Equipment	\$20,000.00
14	1485 Demolition	0.00
15	1490 Replacement Reserve	0.00
16	1492 Moving to Work Demonstration	0.00
17	1495.1 Relocation Costs	0.00
18	1498 Mod Used for Development	0.00
19	1502 Contingency	0.00
20	Amount of Annual Grant (Sum of lines 2-19)	\$1,803,430.00
21	Amount of line 20 Related to LBP Activities	\$0.00
22	Amount of line 20 Related to Section 504 Compliance	\$0.00
23	Amount of line 20 Related to Security	\$70,000.00
24	Amount of line 20 Related to Energy Conservation Measures	\$0.00

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
HA-Wide Management Improvements	Resident Training	1408	\$5,000.00
	Resident Supplies	1408	\$5,000.00
	Resident Service Coordinator	1408	\$34,440.00
	Security Program	1408	\$30,000.00
	Assisted Living Study	1408	\$14,000.00
	Computer Software & Training	1408	\$9,000.00
	Total 1408:		\$97,440.00
HA-Wide Administration	Salaries	Total 1410:	\$55,000.00
Other A&E Fees	Achitectural Fees	1430	\$40,000.00
	Contract Fees	1430	\$50,000.00
	Total 1430:		\$90,000.00
HA-Wide Non-Dwelling Structures	Maint Garage & Warehouse	Total 1470:	\$50,000.00
HA-Wide Non-Dwelling Equipment	Computer Hardware	Total 1475:	\$20,000.00
Development Activities (Family)			
RI 2-1R 560 Prospect Street	Plumbing Improvements	1460	\$92,000.00
	Floor Covering	1460	\$20,000.00
	Landscaping	1460	\$22,500.00
	Total:		\$134,500.00
RI 2-2	Exterior Renovations	1460	\$825,000.00

Galego Court	Plumbing Improvements	1460	\$158,000.00
	Floor Covering	1460	\$18,490.00
	Sitework & Landscaping	1460	\$80,000.00
	Total:		\$1,081,490.00
Development Activities (Senior/ Handicapped)	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
RI 2-3/5 Kennedy Manor	Security Improvements	1460	\$10,000.00
	Floor Covering	1460	\$12,500.00
	Landscaping	1460	\$2,500.00
	Total:		\$25,000.00
RI 2-4 Fogarty Manor	Unit Modifications	1460	\$140,000.00
	Floor Covering	1460	\$30,000.00
	Landscaping	1460	\$15,000.00
	Security Improvements	1460	\$10,000.00
	Total:		\$195,000.00
RI 2-7.1 St. Germain Manor	Floor Covering	1460	\$16,250.00
	Security Improvements	1460	\$10,000.00
	Landscaping	1460	\$2,500.00
	Total:		\$28,750.00
RI 2-7.2 Burns Manor	Security Improvements	1460	\$10,000.00
	Floor Covering	1460	\$13,750.00
	Landscaping	1460	\$2,500.00
	Total:		\$26,250.00

Annual Statement**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
Resident Training	03/3/01	09/30/02
Resident Supplies	03/3/01	09/30/02
Resident Serv. Coord.	03/3/01	09/30/02
Security Program	03/3/01	09/30/02
Computer Software & Training	03/3/01	09/30/02
Assisted Living Study	03/3/01	09/30/02
Computer Hardware	03/3/01	09/30/02
Maint Garage & Warehouse	03/3/01	09/30/02
Contract Services	03/3/01	09/30/02
A & E Fees	03/3/01	09/30/02
RI 2-1 R 560 Prospect St.	03/3/01	09/30/02
RI 2-2 Galego Court	03/3/01	09/30/02
RI 2-3/5 Kennedy Manor	03/3/01	09/30/02
RI 2-4 Fogarty Manor	03/3/01	09/30/02
RI 2-7.1 St. Germain Manor	03/3/01	09/30/02
RI 2-7.2 Burns Manor	03/3/01	09/30/02

**Optional Table for 5-Year Action Plan
for Capital Fund (Component 7)**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
RI 2-1 R	560 Prospect Heights	18	06%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Work Statement for Year 1			FFY: '99
Plumbing Improvements		\$92,000.00	
Floor Improvements		\$20,000.00	
Landscaping		\$22,500.00	
Subtotal:		\$134,500.00	
Work Statement for Year 2			FFY: '00
Kitchen Improvements		\$200,000.00	
Roadway & Walkway Improvements		\$80,000.00	
Subtotal:		\$280,000.00	
Work Statement for Year 3			FFY: '01
Range hoods		\$89,198.00	
Roadway & Walkway Improvements		\$150,000.00	
Subtotal:		\$239,198.00	
Work Statement for Year 4			FFY: '02
Floor Covering		\$45,000.00	
Site work Fences		\$10,000.00	
Subtotal:		\$55,000.00	
Work Statement for Year 5			FFY: '03
Site work		\$20,000.00	
Security Improvements		\$20,000.00	
Subtotal:		\$40,000.00	
Total estimated cost over next 5 years		\$748,698.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
RI 2-2	Galego Court	14	09%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<u>Work Statement for Year 1</u>				FFY: '99
Exterior Renovations			\$825,000.00	
Plumbing Improvements			\$158,000.00	
Floor Covering			\$18,490.00	
Site Work & Landscaping			\$80,000.00	
Subtotal:			\$1,081,490.	
<u>Work Statement for Year 2</u>				FFY: '00
Site Work, Roadways & Landscaping			\$234,754.00	
Floor Covering			\$25,000.00	
Kitchen Improvements			\$110,000.00	
Subtotal:			\$369,754.00	
<u>Work Statement for Year 3</u>				FFY: '01
Floor Covering			\$75,000.00	
Subtotal:			\$75,000.00	
<u>Work Statement for Year 4</u>				FFY: '02
Community Room Improvement			\$600,000.00	
Site Work & Landscaping			\$10,000.00	
Subtotal:			\$610,000.00	
<u>Work Statement for Year 5</u>				FFY: '03
Site Work			\$20,000.00	
Interior Improvements			\$20,000.00	
Security Improvements			\$10,000.00	
Window Replacement			\$315,000.00	
Subtotal:			\$365,000.00	
Total estimated cost over next 5 years			\$2,501,244.	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
RI 2-7.1	St. Germain Manor	14	07%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
<u>Work Statement for Year 1</u>			FFY: '99
Floor Covering		\$16,250.00	
Security Improvements		\$10,000.00	
Landscaping		\$2,500.00	
Subtotal:		\$28,750.00	FFY: '00
<u>Work Statement for Year 2</u>			
Floor Covering		\$23,125.00	
Fire Alarm Upgrades		\$75,000.00	
Subtotal:		\$98,125.00	FFY: '01
<u>Work Statement for Year 3</u>			
Floor Covering		\$30,000.00	
Site Work		\$25,000.00	

Subtotal:				\$55,000.00	FFY: '02
<u>Work Statement for Year 4</u>					
Community Room Improvements				\$50,000.00	
Floor Covering				\$28,000.00	
Common Area Improvements				\$42,500.00	
Subtotal:				\$120,500.00	FFY: '03
<u>Work Statement for Year 5</u>					
Site Improvements				\$105,000.00	
Security Improvements				\$20,000.00	
Subtotal:				\$125,000.00	
Total estimated cost over next 5 years				\$427,375.00	
Optional 5-Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
RI2-7.2	Burns Manor	14	07%		
Description of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
<u>Work Statement for Year 1</u>					FFY: '99
Security Improvements				\$10,000.00	
Floor Covering				\$13,750.00	
Landscaping				\$2,500.00	
Subtotal:				\$26,250.00	
<u>Work Statement for Year 2</u>					FFY: '00
Floor Covering				\$21,875.00	
Fire Alarm Upgrades				\$62,000.00	
Subtotal:				\$83,875.00	
<u>Work Statement for Year 3</u>					FFY: '01
Floor Covering				\$28,000.00	
Site Work				\$5,000.00	

Subtotal:	\$33,000.00	FFY: '02
<u>Work Statement for Year 4</u>		
Community Room Improvements	\$50,000.00	
Floor Covering	\$25,000.00	
Common Area Improvements	\$42,500.00	
Subtotal:	\$117,500.00	FFY: '03
<u>Work Statement for Year 5</u>		
Site Improvements	\$90,000.00	
Security Improvements	\$20,000.00	
Subtotal:	\$110,000.00	
Total estimated cost over next 5 years	\$370,625.00	

Optional -Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
RI 2-3/5	Kennedy Manor	07	05%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<u>Work Statement for Year 1</u>				FFY: '99
Security Improvements			\$10,000.00	
Floor Covering			\$12,500.00	
Landscaping			\$2,500.00	
Subtotal:			\$25,000.00	
<u>Work Statement for Year 2</u>				FFY: '00
Floor Covering			\$35,000.00	
Subtotal:			\$35,000.00	
<u>Work Statement for Year 3</u>				FFY: '01
Interior Improvements			\$331,556.00	
Site Work & Parking Lots			\$200,000.00	
Subtotal:			\$531,556.00	
<u>Work Statement for Year 4</u>				FFY: '02
Unit Modifications			\$350,000.00	
Floor Covering			\$40,000.00	
Common Area Improvements			\$15,233.00	
Subtotal:			\$405,233.00	
<u>Work Statement for Year 5</u>				FFY: '03
Elevator Improvements			\$250,000.00	
Site Improvements			\$5,000.00	
Security Improvements			\$10,000.00	
Subtotal:			\$265,000.00	
Total estimated cost over next 5 years			\$1,261,789.0	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
RI 2-4	Fogarty Manor	21	08%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
<u>Work Statement for Year 1</u>			FFY: '99
Unit Modifications		\$140,000.00	
Floor Covering		\$30,000.00	
Landscaping		\$15,000.00	
Security Improvements		\$10,000.00	
Subtotal:		\$195,000.00	
<u>Work Statement for Year 2</u>			FFY: '00
Floor Covering		\$42,000.00	
Balcony Repairs		\$20,000.00	
Subtotal:		\$62,000.00	
<u>Work Statement for Year 3</u>			FFY: '01
Site Work & Parking Lots		\$250,000.00	
Floor Covering		\$65,000.00	
Exterior Waterproofing		\$270,000.00	
Subtotal:		\$585,000.00	
<u>Work Statement for Year 4</u>			FFY: '02
Floor Covering		\$55,000.00	
Site Work & Landscaping		\$10,000.00	
Subtotal:		\$65,000.00	
<u>Work Statement for Year 5</u>			FFY: '03
Elevator Improvements		\$250,000.00	
Site Improvements		\$5,000.00	
Security Improvements		\$10,000.00	
Subtotal:		\$265,000.00	
Total estimated cost over next 5 years		\$1,172,000.0	

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

[illegible]

ATTACHMENTS

- A) RESIDENT ATTENDANCE SHEETS
- B) PHA CERTIFICATION OF COMPLIANCE
WITH PHA PLANS AND RELATED REGULATIONS
BOARD RESOLUTION TO ACCOMPANY THE PLAN
- C) CERTIFIED BY STATE OR LOCAL OFFICIAL OF
PHA PLANS OF CONSISTENCY WITH THE
CONSOLIDATED PLAN

**Housing Authority of the City of Pawtucket
February, 2000**

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Attachments

- A. Resident Attendance Sheets
- B. PHA Certification of Compliance with
PHA Plans and Related Regulations
Board Resolution to Accompany the PHA Plan

- C. Certification by State or Local Official of PHA
Plans Consistency with the Consolidated Plan

PHA Plan Library

- A. Capital Fund Program Annual Statement
- B. Optional Table for 5-Year Plan for Capital Fund

